

Sample Commercial Invoice

(Where to indicate the CR Number and HS Code)



Commercial Invoice	
SHIPPER :	XYZ Company 2834 Bartlett Avenue Johnstown, PA 15909 USA
CONSIGNEE:	ABC Company No. 383 Ji Nian Road Beijing, China 100105

Consignee's Customs
Registration no. is
mandatory for import
clearance into China

INVOICE NO.	INVOICE DATE	CONTRACT NO.	CONSIGNEE CR NO.	SHIP FROM	SHIP TO
NTA-FS	09-27-2010	CNATS1009-34	1105941055	USA	Beijing China

LINE NO.	GOODS DESCRIPTIONS	MODEL NO.	COUNTRY OF ORIGIN	HS CODE	QUANTITY/ SET	SELLING PRICE		
						CURRENCY	UNIT PRICE	TOTAL PRICE
1	75-ohm Power Sensor,100	0402A	MY	9030099090	1	USD	858.00	858.00
2	Coaxial Thermistor Mount,10	478A	US	9030900090	1	USD	1018.12	1018.12
INCOTERM						FOB	TOTAL SELLING PRICE	USD 1,866.20
TOTAL PIECES:						1	FREIGHT COST	USD 168.00
TOTAL GROSS WEIGHT (kg):						3.4	INSURANCE COST	USD 5.60
PACKING MATERIAL:						Carton	TOTAL INVOICE PRICE:	USD 2,039.80

Description needs to be
detailed, material and
component should be
included if possible

Selling price should
be true and realistic

Incoterm will determine
whether insurance and freight
cost should be added for
duty/VAT calculation

Inclusion of correct HS
code will help to clear
customs more efficiently

It's necessary to keep
the same currency
code on invoice