



International Air Waybill Number	Date of Mailing
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# USPS® Commercial Invoice

### Privacy Act Statement

Your information will be used to provide international mailing and shipping services, and to administer and enforce U.S. customs, export control, and export statistics laws. Collection is authorized by 39 U.S.C. 401, 403, 404, and 407; 13 U.S.C. 301–307; and 50 U.S.C. 1702. Providing the information is voluntary, but if not supplied, we may not be able to fulfill your request for services. We do not disclose your information to third parties without your consent, except to facilitate the transaction, to act on your behalf or request, or as legally required. This includes the following limited circumstances: Incident to legal proceedings that the U.S. Postal Service (USPS®) is a party to or has an interest in litigation; for law enforcement purposes when the USPS® becomes aware of an actual or potential violation of law; to a congressional office in response to an inquiry; to entities or individuals under contract or agreement with USPS® to fulfill a function or provide a product or service; to government agencies and other entities authorized to perform audits; to labor organizations as required by law; to a federal, state, local, or foreign government agency when necessary in connection with decisions by the requesting agency or USPS®; to agencies and entities for financial matters, or to payees to facilitate or resolve issues with payment services to financial institutions; to entities or individuals for customer service purposes; to domestic and foreign customs agencies, postal operators, and intermediary companies involved in electronic data exchanges pertaining to international mailing and shipping services; to the Office of Foreign Assets Control, the Bureau of Industry and Security, Customs and Border Protection, and other government authorities to support the administration and enforcement of export control laws, rules, and policies; and to the U.S. Census Bureau for export statistical purposes.

For more information regarding our privacy policies, visit [www.usps.com/privacypolicy](http://www.usps.com/privacypolicy).

**Instructions:** All customers must complete Blocks 1, 2, and 4 through 11. Only customers who have business transactions or who are buying or selling goods must complete Block 3.

1. Sender Information				2. Recipient Information			
1a. Sender First Name		1b. Sender Last Name		2a. Recipient First Name		2b. Recipient Last Name	
1c. Sender Business Name (if applicable)				2c. Recipient Business Name (if applicable)			
1d. Address 1 (Number, Street Name)				2d. Address 1 (Number, Street Name)			
1e. Address 2 (Apartment/Suite Number, PO Box)				2e. Address 2 (Apartment/Suite Number, PO Box)			
1f. City	1g. State	1h. Postal Code	1i. Country	2f. City	2g. State/Province	2h. Postal Code	2i. Country
1j. Phone Number		1k. Email Address		2j. Phone Number <sup>1</sup>		2k. Email Address <sup>1</sup>	

<sup>1</sup> Recipient phone number or email address required — *phone number preferred.*

3. Commercial Shipments Only <sup>2</sup>					
<sup>2</sup> The "Commercial Shipments Only" section includes Blocks 3a through 3q — only customers who have business transactions or who are buying or selling goods must complete this section.					
3a. Invoice Date		3b. Invoice Number		3c. Customer Order Number	
3d. Buyer First Name		3e. Buyer Last Name		3f. Buyer Business Name (if applicable)	
3g. Address 1 (Number, Street Name)			3h. Address 2 (Apartment/Suite Number, PO Box)		
3i. City	3j. State/Province	3k. Postal Code	3l. Country	3m. Phone Number	3n. Email Address
3o. Payment		3p. Payment/Due Date		3q. Delivery/Incoterms DAP	
4. Tax ID No., VAT No., or EIN (if applicable)		5. Ultimate Country Destination <sup>3</sup>		6. License Number (if applicable)	
7. Special Instructions			8. Purpose of Shipment <sup>4</sup>		

<sup>3</sup> Ultimate country destination may differ from recipient country. <sup>4</sup> Gift, Document(s), Merchandise, etc.

9. Declared Goods								
9a. Item Description <i>Detailed description of contents; one item per line.</i>	9b. Quantity	9c. HS Tariff Code	9d. ECCN <i>(if applicable)</i>	9e. Country of Origin	9f. Item Weight		9g. Unit Price	
					Lbs.	Oz.	U.S. \$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
<b>Destination Control Statement for Controlled Goods</b> These items are controlled by the U.S. Government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.					<b>10. Total</b>	Lbs.	Oz.	\$

11. Sender Signature			
I hereby declare & certify that the information documented within this artifact to be true and correct, and attest that the contents contained within this shipment are as stated above, through my signature, below.			
11a. Sender First Name (Print)	11b. Sender Last Name (Print)	11c. Sender Signature	11d. Date Signed