




Customs Clearance Checklist: Logistics International Shipping Compliance

Documentation Verification

Ensuring all required documents are complete and accurate.

Commercial Invoice

 Upload File

Packing List

 Upload File

Invoice Currency

- ☐ USD
- ☐ EUR
- ☐ GBP
- ☐ CAD
- ☐ JPY

Invoice Number

Enter a number...

Invoice Date

Enter date...

Document Status

- ☐ Draft
- ☐ Submitted
- ☐ Approved

Shipper Name

Write something...

Consignee Name

Write something...

Commodity Classification

Determining the correct Harmonized System (HS) code for accurate duty assessment.

Harmonized System (HS) Code (Primary)

- ☐ Select HS Code
- ☐ HS Code 1
- ☐ HS Code 2
- ☐ HS Code 3

Subheading (if applicable)

- ☐ Select Subheading
- ☐ Subheading A
- ☐ Subheading B

Quantity

Enter a number...

Detailed Description of Goods

Write something...

Product Specification Sheet (if applicable)

 Upload File

Value Declaration

Accurate declaration of the goods' value for customs duty calculations.

Invoice Value (Currency)

Enter a number...

Currency Type

- ☐ USD
- ☐ EUR
- ☐ GBP
- ☐ CAD
- ☐ JPY

Transaction Amount (if different from Invoice)

Enter a number...

Reason for Difference (if Transaction Amount != Invoice Value)

Write something...

Shipping Costs (Currency)

Enter a number...

Insurance Costs (Currency)

Enter a number...

Other Costs (Currency - Specify in Description)

Enter a number...

Description of 'Other Costs'

Write something...

Country of Origin Verification

Confirming the origin of the goods for preferential trade agreements and rules of origin.

Declared Country of Origin

- ☐ United States
- ☐ Canada
- ☐ Mexico
- ☐ China
- ☐ Germany
- ☐ Japan
- ☐ Other (Specify)

If 'Other', please specify Country of Origin:

Write something...

Explanation of Origin (e.g., processing steps, materials sourced):

Write something...

Supporting Documentation (e.g., Certificate of Origin, supplier declarations):

 Upload File

Originating Criteria Applied (e.g., Wholly Obtained, Transformation, Regional Rule of Origin)

- ☐ Wholly Obtained
- ☐ Transformation
- ☐ Regional Rule of Origin
- ☐ Other (Specify)

If 'Other', specify Criteria:

Write something...

Import Permits & Licenses

Checking for and securing any necessary import permits or licenses.

Permit/License Type (if applicable)

- ☐ Import License
- ☐ Phytosanitary Certificate
- ☐ Cites Permit
- ☐ Health Certificate
- ☐ Other - Specify in Long Text

Permit/License Description (if 'Other' selected)

Write something...

Uploaded Permit/License Document

 Upload File

Permit/License Number

Enter a number...

Permit/License Expiration Date

Enter date...

Issuing Authority

- ☐ National Authority
- ☐ Local Authority
- ☐ International Organization

Restricted Goods Compliance

Identifying and adhering to regulations for restricted or prohibited goods.

Description of Restricted Goods

Write something...

Restricted Goods Category

- ☐ Dangerous Goods
- ☐ Controlled Substances
- ☐ Weapons & Ammunition
- ☐ Protected Species
- ☐ Cultural Artifacts
- ☐ Other

Quantity of Restricted Goods

Enter a number...

Supporting Documentation (Permits, Licenses)

 Upload File

Compliance with International Regulations (e.g., CITES, REACH)

- ☐ Yes
- ☐ No
- ☐ Not Applicable

Date of Restriction Confirmation

Enter date...

Sanctions & Embargo Checks

Verifying compliance with international sanctions and trade embargoes.

Country Subject to Sanctions

- ☐ United States
- ☐ Russia
- ☐ Iran
- ☐ North Korea
- ☐ Syria
- ☐ Cuba
- ☐ Other (Specify)

Specify 'Other' Country (if selected)

Write something...

Transaction Value (USD)


Enter a number...

Entity List Screening - Matches Found?

☐ Yes - Review Details

☐ No

Upload Supporting Documentation (e.g., screening reports)

 Upload File

Date of Screening Check

Enter date...

Customs Bond Requirements

Ensuring the necessary customs bond is in place and valid.

Bond Amount

Enter a number...

Bond Type (Continuous/Single Transaction)

- ☐ Continuous Bond
- ☐ Single Transaction Bond

Bond Expiration Date

Enter date...

Surety Company

- ☐ Company A
- ☐ Company B
- ☐ Company C

Copy of Bond Form

 Upload File

Bond Number

Enter a number...

Payment of Duties & Taxes

Confirming accurate calculation and payment of all applicable duties and taxes.

Total Duty Amount

Enter a number...

Total Tax Amount

Enter a number...

Currency Exchange Rate (if applicable)

Enter a number...

Payment Method

- ☐ Electronic Funds Transfer (EFT)
- ☐ Credit Card
- ☐ Check

Payment Date

Enter date...

Payment Reference Number

Write something...

Release Procedures

Following the correct procedures for obtaining customs release and clearance.

Release Type

- ☐ Formal Release
- ☐ Informal Release
- ☐ Simplified Release

Release Number

Enter a number...

Release Date

Enter date...

Release Time

Customs Officer Signature

Write something...

Release Location

Set My Current Location



Release Status

- ☐ Pending
- ☐ Approved
- ☐ Rejected

Release Notes/Comments

Write something...