

# Exporting Guide



**CARGO  
SERVICES INC.**

# Exporting 101

If you are new to exporting, this document shares a basic overview of key items to consider.

Use the following links and resources to familiarize yourself with the many different aspects of selling freight abroad.

This resource guide is most helpful for shipping to countries outside of North America but many of the resources can be consulted to help with managing USMCA shipments as well.

Head to page 9-10 for our FAQ section to review many questions and answers from our export clients.

As always, our team is available to assist. Feel free to contact us via:

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# Important Items to Know

- International Shipping is typically governed by predefined commercial terms set by the ICC (International Chamber of Commerce) known as Incoterms. Incoterms are typically updated every ten years. The most recent update occurred in 2020. Click here to download a copy of the latest Incoterms:
  - [INCOTERMS](#)
- It is important to be aware of country specific regulations when shipping abroad. To find country specific information, begin your search here with the Commercial Guides for Countries::
  - [COMMERCIAL GUIDES](#)
- According to the Code of Federal Regulations (CFR), documents must be retained for all export transactions for a minimum of 5 years. Here's a link to the specific language in CFR Title 15, Subtitle B, Chapter I, Part 30, Subpart A, § 30.10
  - [DOCUMENT RETENTION](#)



# AES Filing and FTR (Census)

- The US Census Bureau's department of International trade collects statistics and is responsible for issuing regulations governing the reporting of all export shipments from the United States. Important resources for filing AES can be found here:
  - [EXPORT FILING AES](#)
  - [FTR \(FOREIGN TRADE REGULATIONS\)](#)
- US Exporters are considered the USPPI or United States Primary Party of Interest. If you are the USPPI, you are required to file AES Declarations for shipments valued at over \$2500. Various options to file the AES are:
  1. Your Freight Forwarder or Carrier files AES with your assignment of customs power of attorney. Click here for CSI's power of attorney:
    - [CSI POA](#)
  2. Your Freight Forwarder or Carrier files your AES once you present to them a completed Shipper's Letter of Instruction, often referred to as an SLI.(SLI) Click here for a sample SLI:
    - [CSI SLI](#)
  3. You self-file using the online portal. You must collect associated documents and paperwork from your Forwarder or Carrier prior to filing



# Important Resources

- Export.gov is a site dedicated to help exporters “Take Your Business Global”
  - [EXPORT.GOV](#)
- The NCBFAA (National Customs Brokers and Forwarders Association of America) provides extensive information for potential exporters and answers to questions.
  - [NCBFAA](#)
- EXIM (Export Import Bank of the United States) is available for companies seeking credit for the purchase of US Goods.
  - [EXIM BANK](#)
- The USTR (Office of the United States Trade Representative) maintains an extensive database of resources for exporters. Some of particular interest are:
  - [US GOVERNMENT TRADE AGENCIES](#)
  - [EXPORT ASSISTANCE](#)
  - [FOREIGN COUNTRY PROFILES](#)
- Always be aware of country specific sanctions for both commodities and procedures when planning to export.
  - [SANCTIONS LIST SERVICES](#)
  - [SANCTIONS PROGRAMS AND COUNTRIES](#)



# Common Acronyms

ACRONYM	MEANING	ACRONYM	MEANING	ACRONYM	MEANING
AES	Automated Export System	FAA	Federal Aviation Administration	JOC	Journal of Commerce
ATD/ATA	Actual time of Departure/Arrival	FCL	Full Container Load	L/C or LOC	Letter of Credit
AWB	Air Waybill	FDA	US Food and Drug Administration	LFD	Last Free Day
BOL	Bill of Lading	FEU	Forty Foot Equivalent Unit	MAWB	Master Air Waybill
CI or C/I	Commercial or Customs Invoice	FMC	Federal Maritime Commission	NVOCC	Non-Vessel Owning Common Carrier
C/O or COO	Certificate of Origin	FTA	Free Trade Agreement	OBL	Ocean Bill of Lading
CBP	US Customs and Border Protection	GRI	General Rate Increase	PPD	Prepaid
CFS	Container Freight Station	HAWB	House Air Waybill	SED	Shipper's Export Declaration
DHS	Department of Homeland Security	HAZ	Hazardous Material	SLI	Shipper's Letter of Instruction
EAR	Export Administration Regulations	HS or HTS	Harmonized Tariff Schedule	T&C	Terms and Conditions
ECCN	Export Control Classification Number	IATA	International Air Transport Association	TEU	Twenty Foot Equivalent Unit
ETD/ETA	Estimated Time of Departure/Arrival	IMDG	Int'l Maritime Dangerous Goods	UCC	Uniform Commercial Code
EU	European Union	IMO	International Maritime Organization	WTO	World Trade Organization

Additional Lists of common industry acronyms can be found here:

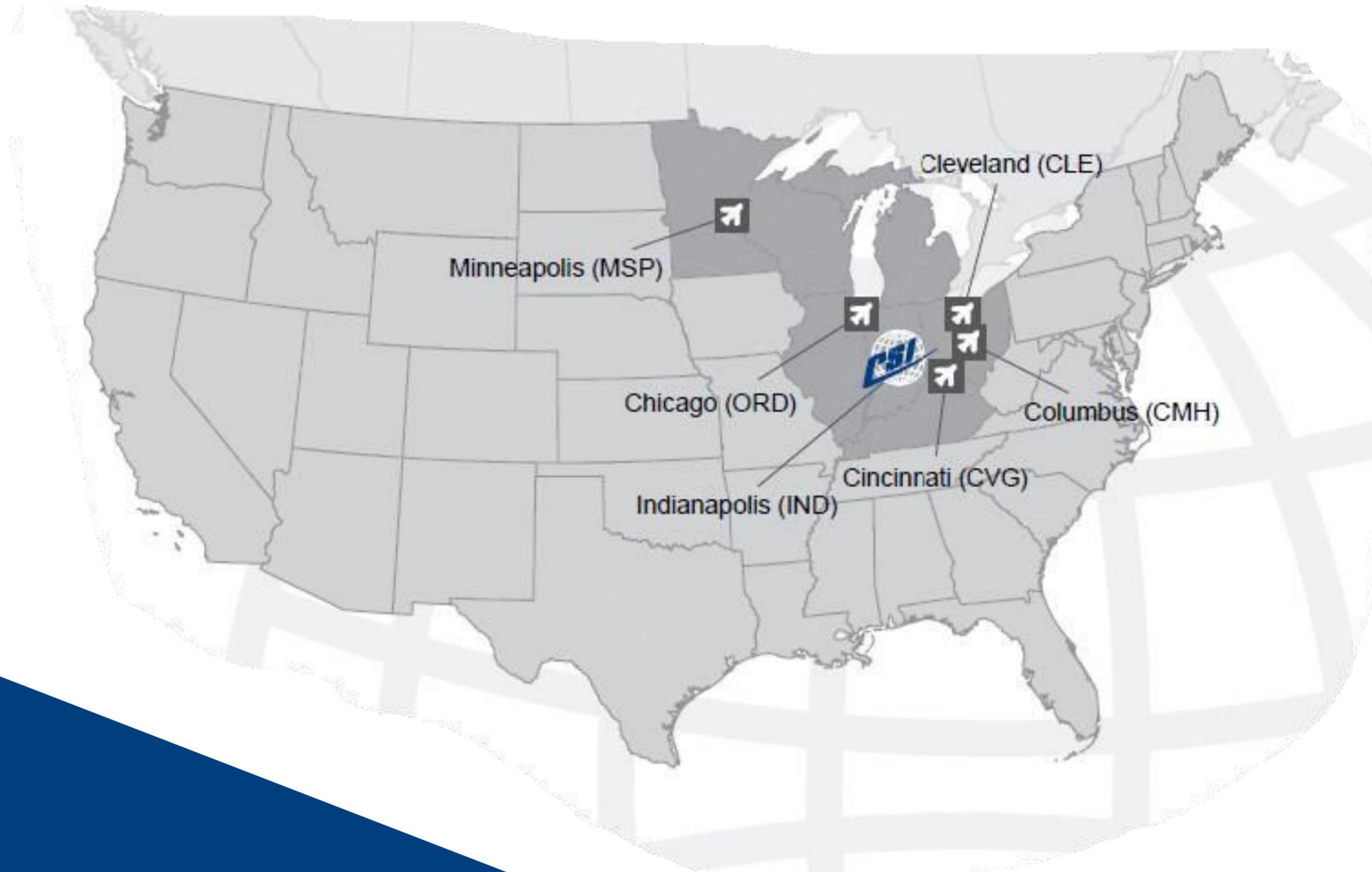
- [USTR](#)
- [DESCARTES](#)



# CONTAINER PORTS AND RAIL YARDS



# MIDWEST AIR FREIGHT HUBS



# Export FAQ's

- What is the difference between a POA and an SLI?
  - An SLI (Shipper's Letter of Instruction) is authorization to handle the booking and file AES on your behalf for a single shipment.
  - A POA (Power of Attorney) is an authorization covering current and future bookings, until revoked or expired.
- What is the maximum allowed weight in a container?
  - While steamship lines will routinely allow heavier containers, US Shippers must stay within legal road limits: 44,000 LBS / 40' container. A 20' container will require a triaxle starting at approx. 38,000 LBS and maximum weight is also 44,000 LBS. Some truck carriers can offer overweight options using permits and special chassis depending on local and state regulations.
- What documents do you need to export your cargo? (All documents must be in English and using USD\$)
  - Create an SLI, if the forwarder has no POA on file.
  - Commercial invoice or a customs invoice, also can use a "proforma invoice" in certain situations.
  - Packing list that matches the commercial invoice
  - Inland BOL so the local trucker can know where to take the cargo for export.
    - For FCL, the consignee will be a rail or a port designated by the steamship line.
    - For LCL, the consignee will be a consolidation point designated by the freight forwarder.
    - Any product or country specific documents as required.



# Export FAQ's cont.

- What is the difference between a live load and drop & pull for a FCL shipment?
  - A live load you are expected to load the container within a specific window (1-2 hours typically). That container is then taken right back to the railyard or port. The driver does not leave the container at the shipper's facility
  - A drop and pull means that the trucker will drop the container at your facility and leave. That same trucker will come back to pick up the loaded container when you confirm it is ready.
    - A drop and pull is usually more expensive (double cost) plus additional chassis rental fees and per diem charges based on how long the container is out.
- I keep seeing charges for Detention, Demurrage, Storage and Per Diem on FCL shipments. What are these for?
  - To understand this question, we need to start with talking about Free Time. Free Time is the amount of time (days) that equipment can be used without incurring any penalties.
  - Detention is a fee that is charged when customers use equipment beyond the free time outside of a terminal. The two most common examples are "Driver Detention" and "Equipment Detention".
    - Driver Detention Example: A driver arrives for an appointment on time. The driver free time is 2 hours, but it takes 3 hours to load. 1 hour of driver detention will be due.
    - Equipment Detention Example: A container takes 6 days to load. Free time is 3 days, so there will be 3 days of detention due.
      - It's important to note that sometimes detention can occur while a container is still in the possession of a rail depot or port.
  - Demurrage (below) and Detention can be charged simultaneously in some cases.
  - Per Diem is the charge per day that is assessed in the case of detention, demurrage, storage or another scenario. It stands for "per day."
  - Storage is the amount charged by a facility or warehouse for using their facility to hold the equipment.
    - Example – a loaded container can't be in-gated until next week, so you ask the trucking company to hold on to it for a few days. The trucker will charge an agreed upon amount for storage per day.



Thank You!



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