

## **Overseas Shipping**

### **Import / Export procedure for outside Europe**

Your country is not a member of the EEC, therefore items you send to us are classed as **Imports and Exports**.

Units sent to us in a non-working state are considered **scrap value** therefore **please ensure value for customs is £10 maximum**.

When the repair is completed, the items will be returned with a new value for customs of the repair price + the original stated scrap value.

Typically you can expect to pay around 3% of this value as an import charge when it arrives back in your country but the exact rate varies from location to location.

Please ensure that the **ALL** paperwork is marked with the following:

**For repair and return. Scrap value**

**Economic code = 30(4).**

**HS code = 8504 40 30 90**

Always ensure that items are sent by traceable means all the way to our premises (door to door service) – if we have to arrange collection from a UK port there will be additional charges which we will add to any repair charges.

Couriers will normally expect a shipping invoice to accompany the item, an example is shown below:

<b>SHIPPING INVOICE</b>	
<b>DATE</b>	DD / MMM / YYYY
<b>SHIPPED FROM</b>	Mr A Customer 10 ABC Street USA  Tel : XXX XXXXXX
<b>DELIVER TO</b>	Advance Product Services Ltd. Unit 30, Freemans Way Harrogate Business Park Harrogate North Yorkshire HG3 1DH UK  Tel +44 1423 812980
<b>CONTENTS</b>	<b>1 x Power Supply model XXX serial number XXX</b>  Notes:  Equipment for repair in the UK then re-export <b>Scrap value</b>  Economic code = 30(4) HS code = 8504 40 30 90
<b>VALUE</b>	£10 GBP ( <i>you may state your own currency here but please ensure minimal value</i> )
<b>SIGNED</b>	Sign the form here