

# EXAMPLE

## PROFORMA INVOICE

Please fill in only the grey fields

<b>Consignee:</b>	
<u>IDEXX Laboratories</u> Name	<u>02037 887 508 Option 1 and Option 3</u> Telephone
<u>Grange House, Sandbeck Way</u> Street	<u>GB537805526000</u> EORI
<u>LS22 7DN</u> Zip	
<u>Wetherby</u> City	
<u>United Kingdom</u> Country	

<b>Air bill number</b> Airway bill Number <b>1</b> No. of packages: Origin of Sample: <b>Country the sample is from</b>	<b>Ship from Shipper's address</b>	<b>Ship to</b> IDEXX Laboratories Grange House Sandbeck Way, Wetherby LS22 7DN, United Kingdom  Tel.: 02037 887 508 Option 1 and Option 3		
<b>Senders Contact</b> <b>Full name</b> Name	<b>Receivers Contact</b> <b>Sample Reception</b> Name	<b>Shipped Date</b> <b>Date</b> <u>01 / 01 / 19</u>	<b>Ship via</b> <b>Courier company</b>	<b>Terms</b> DDP

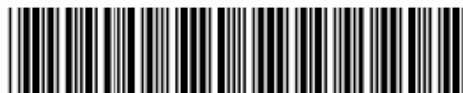
HTS Code	Qty	Article Description	Amount
<input type="checkbox"/> 3002.90.3000 <b>Tick for blood samples</b> Haemoglobin, blood globulins and serum globulins – for blood samples	1	Biological Substance Category B, UN 3373 Samples for testing only	5,00 GBP
<input type="checkbox"/> 0511.99.8590 Faecal, stones, bodily fluids, tissue (whether on slides, in blocks, in jars or on swabs) <b>For all other sample types</b>		Please indicate sample type (serum, swab etc) <b>All sample types e.g.: blood, tissue and/or swabs</b>	
<b>Animal Species: Tick the relevant box</b> <input type="checkbox"/> Canine <input checked="" type="checkbox"/> Feline <input type="checkbox"/> Equine <input type="checkbox"/> Bird <input type="checkbox"/> Reptile <input type="checkbox"/> Small mammal <input type="checkbox"/> Other _____			
Total Weight: <b>0,5</b> kg		Net Weight: <b>0,5</b> kg	Total Value 5.00 GBP

THE EXPORTER OF THE PRODUCTS COVERED BY THIS DOCUMENT DECLARES THAT, EXCEPT WHERE OTHERWISE CLEARLY INDICATED, THE PRODUCTS ARE OF PREFERENTIAL ORIGIN

<b>Sign here</b>	<b>Job title here</b>	<b>Date</b>
_____ Signature	_____ Title	_____ Date

# DHL Import Documentation

- Following the Brexit trade deal with the EU and the UK, all shipments to the UK, and from the UK to the EU, require additional paperwork. IDEXX are also required to keep a record of the biological shipments that it receives.
- From January the 1st 2021, each shipment must be accompanied by a commercial document, either a commercial invoice or a proforma invoice.
- The details on these documents are used to declare to customs the contents of your shipment and how it should be processed. It is important that each shipment has the correct paperwork, as any missing or incorrect information may delay your shipment at the border or be returned.
- Please use the IDEXX provided proforma template to reduce the risk of any delays. This can be downloaded from [www.idexx.co.uk/brexit](http://www.idexx.co.uk/brexit)
- Please fill out the require fields highlighted as red. One Proforma Invoice can be completed for multiple samples. Once fully complete please print off two copies; one in the document holder, which is attached to the shipment, and one inside the shipment.
- If you would like any further help completing the documents, please contact 02 03 78 87 508.



WAYBILL 55 9757 8125

- The Air Waybill number is taken from below the barcode on the DHL label, pictured above. We recommend that you keep a note of the Air Waybill so that you can track the shipment on the DHL website (<https://mydhl.express.dhl/gb/en/tracking.html>)
- Your shipment is sent as Medical Express and is treated as a priority.
- For any delays with the shipment or for any customs issues, please contact DHL directly on Tel: 0613 65508 quoting the AWB number.
- For up to date information regarding Brexit and a downloadable Proforma Invoice, please visit [www.idexx.co.uk/brexit](http://www.idexx.co.uk/brexit).