



International Shipping Check List

Complements of
Cavalier Logistics
Turn-Key Cold Chain Solutions



International Shipping Check List

Date _____ Customer _____ Country _____

- Check Foreign Assets Control for Embargo/Sanction Status, Completed Yes ____ No ____
- Check For Required Export Licenses (if applicable) Required ____ Not Required ____
- Check For Required Export Certificates: Animal Health ____ CDC ____ Vet Certificate ____
- Check Documentary Requirements for Importation: Completed Yes ____ No ____
- Temperature Requirements: Ambient ____ Controlled Ambient ____ 5°C ____ -20°C ____ -80°C ____
- Single Temperature Packaging: Yes ____ No ____ (If No, Detail _____)
- DEA License Required: Yes ____ No ____
- Shipping Via: Air ____ Ocean ____
- Terms of Sale (IncoTerms) FCA ____ EXW ____ DDU ____ DDP ____ CPT ____ CIP ____ FOB ____
- Checked Customers Preferred Delivery Date Yes ____ No ____ It is _____
- Checked Destination Country's Holiday Schedule, Yes ____ No ____
- Checked Customs Hours: Monday through Friday ____ Other ____ (_____)
- Review Your Commercial Invoice. Obtain Schedule B Numbers, Complete: Yes ____ No ____
- Prepare the Shipment for Transit. Weights and Dims Complete? Yes ____ No ____
- Do Any Documents Require Consularized, Legalization or Authentication? Yes ____ No ____
- Will the Shipment Be Insured? Yes ____ No ____
- Select The Logistics Provider: Cavalier ____ Other _____
- Provide Logistics Company with all Pertinent Information & Docs Completed? Yes ____ No ____
- Agree on Flight Selection and Arrival Dates, Completed Yes ____ No ____
- Contact Customer and Import Agent via e-mail to Coordinate Importation & Customs Clearance
- Provide Flight Details To Customer and Agent Completed Yes ____ No ____
- Envirotainer Shipment Yes ____ No ____ if "Yes" Batteries/SOP Complete Yes ____ No ____
- Carnet Shipment Yes ____ No ____
- Payment Collect ____ Prepaid ____ Bill 3rd Party ____
- Execute the Shipment, Prepare the S.E.D. or AES Entry (Arrange Pick up 800-445-1020)
- Track Shipment Provide Flight Details To Customer and Agent Completed Yes ____ No ____
- Tracked Shipment 1st Day ____ 2nd Day ____ 3rd Day ____ 4th Day ____ 5th Day ____
- Acquire Proof Of Delivery Completed Yes ____ No ____
- File Export Documents (for no less than 4 years) Complete Yes ____ No ____

Name _____

Signature _____