



## CA - U.S. CROSS BORDER NFG IMPORT SHIPPING

<b><u>Bill to on Invoice and Consignee on BOL:</u></b>  <b>CA to US:</b> Michelin North America, Inc. 1 Parkway South Greenville, SC 29615 United States  <b>US to CA:</b> Michelin North America (Canada) Inc. 1000 – 1001 Boulevard De Maisonneuve Ouest Montréal, QC H3A 3C8 Canada	<b><u>Ship to on Invoice:</u></b>  Must match the "Ship To" address specified on the Purchase Order.
<b><u>IMPORT CONTACTS</u></b>	
<p><b>Shipping Documents (Invoice, Packing List, BOL, Certificate of Origin)</b> <b>MUST</b> be sent to all the import contacts below at the time of shipment.</p>	
<p><b><u>Michelin NA Imports Contacts:</u></b></p> <p><a href="mailto:import.usa@michelin.com">import.usa@michelin.com</a> <a href="mailto:francisco.aguilar@michelin.com">francisco.aguilar@michelin.com</a> <a href="mailto:kenia.rivera@michelin.com">kenia.rivera@michelin.com</a> <a href="mailto:dianey.lopez@michelin.com">dianey.lopez@michelin.com</a></p> <p><b><u>Import Broker Contact:</u></b></p> <p>Livingston International 795 Main St #205 Moncton NB E1C 1E9 Canada</p> <p><b>CA to US:</b> <a href="mailto:lbardol@livingston.com">lbardol@livingston.com</a> <a href="mailto:usimports@livingstonintl.com">usimports@livingstonintl.com</a></p> <p><b>US to CA:</b> <a href="mailto:michelin@livingstonintl.com">michelin@livingstonintl.com</a></p> <p><b>Please always list Livingston International as the Notify Party on all the shipment documents</b></p>	
<p><b><u>Transportation:</u></b></p> <ol style="list-style-type: none"><li>1. Michelin or Supplier must provide BOL, Invoice and to the transportation carrier.</li><li>2. Carrier creates PAPS Number on documentation (complete and legible) and provides it to Livingston International.</li></ol>	
<b><u>ALL shipping documents must be entirely in ENGLISH</u></b>	
<p><b>Documents and Details required for U.S. Customs Clearance:</b></p>	

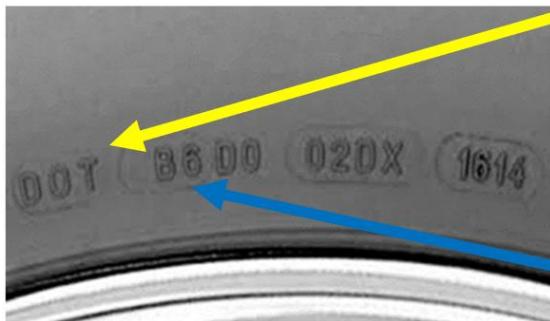
**INVOICE Requirements:**

**Proforma Invoices are only applicable for items with no commercial value or transaction, for customs purposes only.**

- Purchase Order number (Specifying the Line number)
  - **For partial shipments:**
    1. Shipment sequence number must be declared on the invoice. Please include the *Partial shipment* statement and *Shipment #* in relation to the total shipments.
    2. Total number of shipments for the PO must be mentioned.
- Agreed INCOTERM on PO (**No EXW/DDP**)
- Currency
- Michelin Contact in the US – Name, email, and phone number
- Final Delivery Destination
- Detailed Invoice Requirements – must indicate for each line item:
  - Goods Description (must not be vague; apply general and knowledgeable terms)
  - Michelin Part Number (CAI Number for Tires, & related Finished Products)
  - Supplier Part Number
  - Country of Manufacture (Country of Production)
  - Quantity, Unit of Measure, Unit Price
  - Net Weight and Gross Weight
  - Tariff Classification (HTS) Number (Export Country HT Number)
- Documents and Details required for U.S. Customs Clearance (**FOR TIRES**):
  - The description **MUST** include **NEW, USED, or RETREADED**
  - Tire Type, e.g. Passenger, Light Truck, Motorcycle...etc.
  - Aircraft tires – must state if the tires are for use on military aircrafts
  - Manufacturer must be listed, e.g. Michelin, Bridgestone, Uniroyal, Goodyear, etc.
  - On the Highway Tires, such as Passenger, Light Truck, Truck, and Motorcycle Tire:
    1. Must state whether product is NHTSA (DOT) Compliant & (include the DOT PLANT CODE found on the sidewall of the tire)
    2. The word “**DOT**” with the DOT PLANT CODE (2 or 3 symbols located on the side wall of the tire)
    3. Must be listed on the invoice and/or packing list.



The word DOT before the Plant Code marking – identifies that the tire is NHTSA Compliant.



**DOT PLANT CODE B6** – is the manufacturing site: Michelin North America, Inc. Spartanburg, 29304 South Carolina - USA

- Additional Details Required **FOR NON-DOT TIRE SHIPMENTS**; the invoice must include:
  - The Statement **“Tires Do Not Comply to NHTSA (DOT) Requirements.”**
  - NHTSA Waiver Letter** (must accompany the invoice and/or packing list for the shipment).
  - The NHTSA Waiver Letter must be obtained prior to exportation to the USA.

**PACKING LIST Requirements:**

- Detailed information not included on the invoice, can be listed on the packing List.
- Electronic copy sent in document package.
- Additional copy included in shipment, attached to product packaging.

**Special Instructions and documents:**

- Certificate of Origin (If applicable)
- MSDS: Material Data Sheet (If applicable for chemicals)
- Technical Information Sheet (If applicable, specifications, diagrams)
- Pictures of the material
- Wooden pallets / blocking bracing must comply to ISPM 15 / IPPC Standards

**PLEASE DO NOT USE WOODEN PALLETS FOR RUBBER SHIPMENTS**

### Drop Shipments

When there is a drop shipment coming into US/CA, we should have documents referring to the entity who is selling us the material. We cannot accept shipments with invoices from the manufacturers and clear the shipment with them and not referring to a 415/407 PO. There is no legal possession on that material because the shipment is not sold directly to Michelin North America according to the invoice provided by the manufacturers.

The requestor of the material needs to create a PO (415/407), send it to the entity which is selling the material to Michelin in US and that entity must send the invoices regarding that transaction so the shipment can be cleared.

