



U.S. OCEAN NFG IMPORT SHIPPING INSTRUCTIONS

Bill to on Invoice and Consignee on BOL: Michelin North America, Inc. 1 Parkway South Greenville, SC 29615	Ship to on Invoice: Must match the "Ship To" address specified on the Purchase Order.
<u>IMPORT CONTACTS</u>	
Shipping Documents (Invoice, Packing List, BOL, Certificate of Origin) <u>MUST</u> be sent to all the import contacts below at the time of shipment.	
Michelin U.S. Imports contacts: Michelin North America, Inc. 1 Parkway South P.O. Box 19001 Greenville, SC 29615 import.usa@michelin.com francisco.aguilar@michelin.com kenia.rivera@michelin.com dianey.lopez@michelin.com	Import Broker contact: Roger's & Brown 146 West Phillips Rd Suite A Greer, SC 29650 TEL: 001-1-864-879-2157 michelin_bl@rogers-brown.com Please always list Roger's & Brown as the Notify Party on the BOL

ALL shipping documents must be entirely in ENGLISH

Documents and Details required for U.S. Customs Clearance:

ISF (10+2) Requirements:

- Ensure 10+2 / ISF (Import Security Filing) is completed as instructed by Michelin Purchasing for any ocean shipment.
- Any questions regarding ISF can be answered by referring to the guide provided by purchasing, or by contacting Michelin's Purchasing Department.

Invoice Requirements:

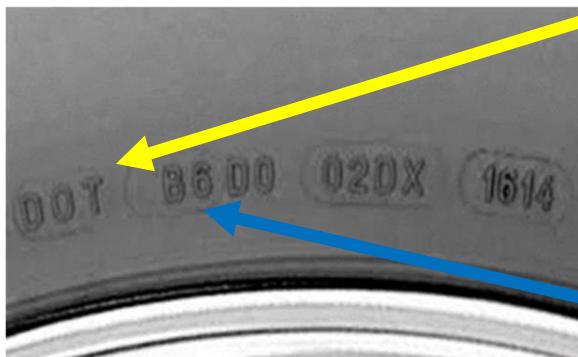
- Purchase Order number (Specifying the Line number)
 - **For partial shipments:**
 1. Shipment sequence number must be declared on the invoice. Please include the *Partial shipment* statement and *Shipment #* in relation to the total shipments.
 2. Total number of shipments for the PO must be mentioned.
- Agreed INCOTERM on PO (No EXW/DDP)
- Currency
- Michelin contact in 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 and related Finished Products)
 - Supplier Part Number
 - Country of Manufacture (Country of Production)

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- 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.

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Packing List Requirements:

- Detailed information not included on the invoice, can be listed on the packing list
- Electronic copy sent with the document packages
- Additional copy included in the shipment, attached to the products packaging

Non-Negotiable Bill of Lading / Express release (Sea Waybill):

- Original Bills of Lading are not acceptable per Michelin group policies
- 0-day payment terms with Freight Forwarders are not compliant with Michelin payment terms and policies.

PLEASE DO NOT USE ORIGINAL OCEAN BILLS OF LADING

Special Instructions and documents

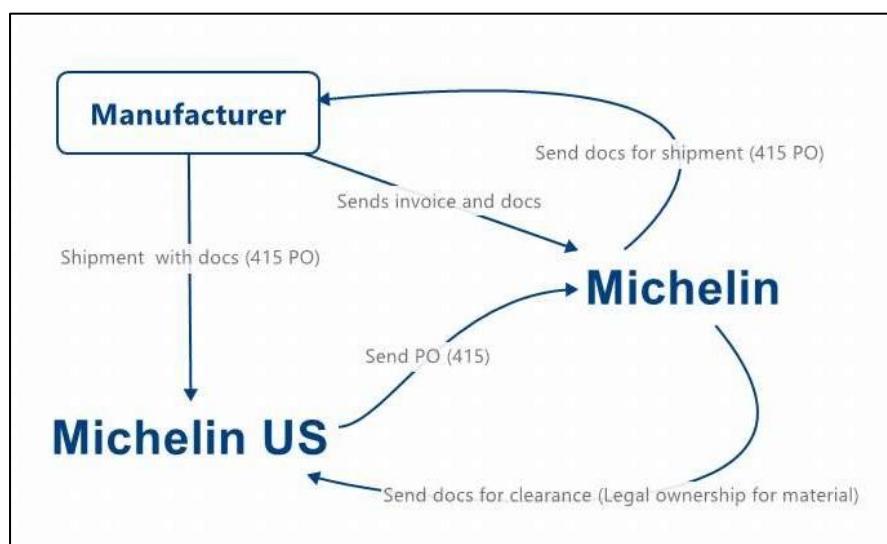
1. Certificate of Origin (If applicable)
2. MSDS: Material Data Sheet (If applicable for chemicals)
3. Technical Information Sheet (If applicable specifications, diagrams)
4. Pictures of the material
5. Wooden pallets / blocking bracing must comply to ISPM 15 / IPPC Standards

PLEASE DO NOT USE WOODEN PALLETS FOR RUBBER SHIPMENTS

Drop Shipments

When there is a drop shipment coming into US, 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 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), 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.





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