

Instructions for OP-086 E•Z EXPORT® To Canada Multi-Part Form

Straight Bill of Lading/Canadian Customs Invoice (CCI)

NOTE: If this form is completed, it is not necessary to furnish a Commercial Invoice (CI) for most commodities.

* Denotes information required by Canadian Customs.

1. **Exporter/shipper**—Complete exporter/shipper name, address, city, state and zip (first five digits).
2. **YRC PRO number**—Enter the YRC PRO number (the first three digits are the origin station code; a six-digit progressively assigned number and check digit follow).
3. **Date**—Shipping date.
- *4. **P.O. number**—Purchase order number(s) and other references, if applicable.
5. **Ultimate consignee**—The name, address, and phone number (if known) of the party actually receiving the merchandise in Canada for the designated end use.
6. **Ultimate consignee IRS number**—The IRS number (if known) of the party actually receiving the merchandise in Canada for the designated end use.
7. **Canadian Customs broker**—If known, enter the Canadian Customs broker's name, address and phone number. Otherwise, leave this blank.
- *8. **Purchaser's name and address** (if other than consignee)—If a party other than the ultimate consignee is purchasing the merchandise, provide the name and address of the purchaser. Otherwise, leave this blank.
9. **Purchaser's IRS number**—The IRS number (if known) of the party other than the ultimate consignee.
- *10. **Currency of settlement**—Indicate the currency in which the shipper's demand for payment is made.
11. **Bill of lading number**—Shipper's bill of lading number, when applicable.
12. **Canadian Customs clearance location** — If known, enter the city and province where Customs clearance will take place. Otherwise, leave this blank.
- *13. **Country of transshipment**—Enter U.S. if this shipment originated outside the U.S. Otherwise, leave this blank.
- *14. **Country of origin**—The country in which the merchandise was mined, grown, manufactured, produced or substantially transformed.
- * 15. **Exporting carrier**—YRC (This block is already completed.)
- *16. **Origin city and state**—The place from which the goods began their uninterrupted journey to Canada.
- * 17. **Conditions of sale and terms of payment**—Describe the terms and conditions agreed upon by both shipper and purchaser.
18. **Special instructions**—Special handling or delivery instructions, if applicable.
19. **Place YRC PRO label here**—Apply YRC pre-PRO label, if available.
20. **No. of packages**—Number of packages (*i.e.*, bales, cartons, skids) for each separately described article.
21. **H.M.**—An "X" must be entered for each hazardous material item.

22. **Kinds of packaging, description of commodities**—State kinds of packaging (i.e., bales, cartons, skids). Complete a detailed description of commodities using general and commercial terms, since the customs tariff commodity code classification will be determined from this description. Include the notation “Hazardous Cargo” following the commodity description, if applicable. (Use additional E•Z EXPORT® forms if more space is needed, and note page count at top right corner of each form.)
NOTE: U.S. Customs now requires that any chemical substance or material which is a physical hazard or a health hazard (whether or not designated as a hazardous material) be clearly noted as “Hazardous Cargo” in the commodity description section of the export documents.
- *23. **Quantity**—The number and type of unit(s). Report whole units. (Example: If shipping jewelry boxes state “200 each”; if shipping gloves state “500 pairs.”)
24. **Shipping weight (lb)**—The gross shipping weight in pounds for each separately described article.
- *25. **Unit price**—Price per unit for each article using the currency of settlement in block 5.
- *26. **Value**—Selling price or cost if not sold, stated in the currency of settlement in block 5.
- *27. **Total weight**—Total net and gross weight (pounds) of shipment.
- *28. **Invoice total**—Total all amounts in block 26 to equal the total value (total price paid or payable for goods).
- *29. **Commercial invoice number**—Check box and complete when attaching a commercial invoice. Otherwise, leave this blank.
30. **The agreed or declared value of the shipment**—State the agreed or declared value (U.S. dollars) when the rate is determined by value.
31. **Consignee signature**—Subject to Section 7 conditions, when applicable.
32. **Terms of payment**—An “X” must be entered in the appropriate box.
- Prepaid
 - Collect
 - Prepaid to border, collect beyond
33. **COD fee**—If this is a COD shipment, check appropriate box to specify if the COD fee is Prepaid or Collect.
34. **COD amount**—If this is a COD shipment, enter the COD Amount (U.S. dollars).
- *35. **Vendor / seller**—Complete if other than Exporter/Shipper name and address shown in block 1. Otherwise, leave this blank.
- *36. **Originator**—Indicate the name and address of the person and/or firm completing this form. This block may be left blank if the information is provided elsewhere on this form.
- *37. **Departmental ruling**—Departmental rulings can be made by Canadian Customs on behalf of a particular shipper’s commodity. If applicable, provide file reference number and date of the ruling. Otherwise, leave this blank.
- *38. If fields 39-41 are not applicable, check this box.
- *39.–41. Complete if applicable; otherwise, leave blank and check the box in block 38.
42. **Shipper**—Signature of shipper.
- 43.–46. To be completed by YRC pickup driver.