

Example Customs Invoice/Commercial Invoice

(On Shippers Letterhead)

DATE:

To Whom It May Concern,

This shipment contains (insert description of goods). These goods are to be used for laboratory testing only. These goods are not for resale, and have a commercial value of (price).

Airway Bill #(enter consignment note number)

Contents

Full scientific name
Volume
Number of items ID#
Origin (human or synthetic, plant, animal)
Country of Origin

From

Full shipper's name
Full Address & Department
Phone: Fax: (include country codes)

To

Queensland Institute of Medical Research
300 Herston Road
Herston, Queensland
Australia 4006
Phone: +61 7 3362 0365

Authorised
Title, Department