

PROFORMA INVOICE

1. In case a Proforma Invoice is required for your shipment (outside EU eg Switzerland, Israel, Norway), please enter all required fields of the Proforma Invoice marked in red (see example)
2. Print the Proforma Invoice **3x** and **sign all** documents
3. Hand over one of the signed documents directly to the courier
4. Put all other copies in an envelope and attach it outside of your parcel



EXAMPLE

PROFORMA INVOICE

Please fill in only the grey fields

Sender:		Ship to		Bill to	
Shippers address		IDEXX Laboratories		IDEXX Laboratories	
Name	Telephone	Frau Anja Rothfuss		Frau Anja Rothfuss	
Street		Mönkestr. 28/3		Mönkestr. 28/3	
Zip		Ludwigsburg		Ludwigsburg	
City		Germany		Germany	
Airwaybill number		No. of package		No. of packages:	
Airwaybill Number		No. of packages:		No. of packages:	
No of package		Tel.: +49 7141 6483 585		Tel.: +49 7141 6483 585	
Senders Contact		Receivers Contact		Shipped Date	
Full name		Anja Rothfuss		shipping date	
Contact Name				Ship via	
				DHL EXPRESS	
				Terms	
				EXW	

To: DHL Express Germany GmbH		Contact: Henrik Gerdemann	
Gebäude 620		07141 6483340	
c/o Idexx BioAnalytics			
70629 Stuttgart			
Germany			
D700 DE-STR-STR			
Ref Code		Date:	Day Time
UN3373 - P650		2019-05-21	X12
		Pce/Shpt Weight	Place
		2.0 kg	1 / 1
<p>WAYBILL 85 9199 0090</p> <p>(2L) DE70629+34002000</p>			

BTN Number	Qty	Article Description
3002.9030		Dry Blood Spot / Serum
		Fecal samples
		Swabs
		Cell Lines / Cell Cultures
		Other:
		Biological Substance Category B, UN 3373. Samples from animals for study purposes! Not for use in humans! Value for Customs purpose only
Animal Species: Tick the relevant box		
<input type="checkbox"/> Canine <input type="checkbox"/> Feline <input type="checkbox"/> Equine <input type="checkbox"/> Bird <input type="checkbox"/> Reptile <input checked="" type="checkbox"/> Small mammal <input type="checkbox"/> Other		
Total Weight:	total weight	Net Weight: net weight of samples
		Total Value 5.00 EUR

If your samples are shipped on dry ice, please note 'UN1845 Dry Ice (X kg) in the field "OTHER"

THE EXPORTER OF THE PRODUCTS COVERED BY THIS DOCUMENT DECLARES THAT, EXCEPT WHERE OTHERWISE CLEARLY INDICATED, THE PRODUCTS ARE OF PREFERENTIAL ORIGIN

sign here

Signature

218 | Geschäftsführer: John R. Morton, Andrew Ferguson, Monique Koelmen

You will find the total weight on the waybill, the Net weight should be the total weight -1kg

