

# Broker and Sold-To Addresses for Commercial Invoices

It is now possible to include the **Sold To** and **Broker** addresses on Commercial Invoices. Currently this is enabled on a per-user basis in the **Home | My Account | My Preferences** page.

My Account	Change Password	<b>My Preferences</b>	Default Shipping Address	Default Consignee Address
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Notify Me on Delivery  
Disabled ▼

Notify Me on Exception  
Disabled ▼

User Interface Experience  
February 2015 Version ▼

Quote Markup Calculator  
Yes ▼

Shows a calculator on the shipping page where the operator can adjust the markup/markdown amount in real-time

Show Sold-To and Broker Addresses  
These addresses will appear on the commercial invoice.

Submit

Checking this option will allow the **Sold To** and **Broker** addresses to appear on the shipping page.

Shipment 440925551

1 Construct Shipment      2 Quotes      3 Print Waybill

**SHIPPER**  
JOECORP  
JOE BLOGGS  
CANADA  
H4X1L4 QUEBEC  
MONTREAL-QUEST  
199 WESTON AVENUE  
Street Address  
Street Address  
5558459191 Email  
Tax ID Residential

**CONSIGNEE**  
JOHN INC  
JOHN SMITH  
UNITED STATES  
12919 NEW YORK  
CHAMPLAIN  
919 SOUTHERN AVENUE  
Street Address  
Street Address  
5554141151 Email  
Tax ID Residential

**SOLD TO**  
PURCHASE CO  
JANE DOE  
UNITED STATES  
12919 NEW YORK  
CHAMPLAIN  
900 EASTERN AVENUE  
Street Address  
Street Address  
Telephone Email  
123456789-0000 Residential

**BROKER**  
BROKERS LTD  
JOHN DOE  
UNITED STATES  
12919 NEW YORK  
CHAMPLAIN  
555 NORTHERN AVENUE  
Street Address  
Street Address  
5551234567 Email  
1112223333-00000 Residential

**PACKAGES**  
 Documents Only (No Commercial Value)  
Customer Packaging Imperial CAD  
1 COMPUTER 10lbs Insurance  
11" 11" 5"  
Total Weight 10.00lbs Total Insurance \$0.00

**INTERNATIONAL**  
Duties Paid By Recipient  
 B13A  B232  Commercial Invoice  
Terms of Sale EXW Purpose Sold  
Relationship Unrelated Freight Charges \$10.00  
Insurance Charges \$0.00 Surcharge \$0.00  
Comments

**COMMODITIES**  
COMPUTER 1111.11.11  
NONE China 1  
EA \$100.00 10lbs  
Total Weight 10.00lbs Total Value \$100.00

**SHIPMENT OPTIONS**  
Shipment Date 2015-07-13  
 Signature Required  
 Return Shipment Label  
Customer References  
440925551

**GET QUOTES** **BEGIN SHIPPING**

Note that these addresses only appear for international shipments. Once the shipment has been submitted, the commercial invoice will include these additional addresses.

## Commercial Invoice

Date of Transportation 2015-07-13	Invoice Number	Reference Number 440925551	Page 1 / 1
Shipper/Exporter Joe Bloggs JOECORP 199 WESTON AVENUE MONTREAL-OUEST Quebec H4X1L4 Canada Telephone: 5558459191		Consignee JOHN SMITH JOHN INC 919 SOUTHERN AVENUE CHAMPLAIN NEW YORK 12919 UNITED STATES Telephone: 5554141151	
Sold To JANE DOE PURCHASE CO 900 EASTERN AVENUE CHAMPLAIN NEW YORK 12919 UNITED STATES Tax ID: 123456789-0000		Broker JOHN DOE BROKERS LTD 555 NORTHERN AVENUE CHAMPLAIN NEW YORK 12919 UNITED STATES Telephone: 5551234567 Tax ID: 1112223333-00000	
Parties Relationship Not Related	Terms of Trade EXW	Purpose of Shipment Sold	Duties Paid By Consignee
Purchase Order	No. of Packages 1	Total Commodity Weight (Lbs) 10.00	Courier Airway/Bill 800028115116654

Plgts#	No. of Units	Unit of Measure	Description of Goods	Marks/Numbers	HS Code	Origin	Weight (Lbs)	Unit Value	Total Value (CAD)
	1	EA	COMPUTER	NONE	1111.11.11	CN	10	100.00	100.00

Comments/Instructions

Subtotal	100.00
Freight	0.00
Insurance	0.00
Surcharges	0.00
<b>Total</b>	<b>100.00</b>

Signature / Title / Date

I declare that all the information contained in this invoice is true and correct

Note also that one must still check the **Commercial Invoice** checkbox prior to submitting the shipment.