



*Electronic Manufacturing &
Engineering Services*

To: EIT Instrument Market Customers, Representatives and Distributors
Subject: Changes to Duty Free Return of EIT Instruments Sent to EIT (USA) for Service
Date: January 5, 2016
Effective: Immediately

Thank you for using EIT's instruments to document, control and maintain your UV process. EIT is committed to supporting and servicing our instruments after the sale.

The Customs Department of the United States has updated the process for returning USA made goods (EIT Radiometers) to EIT in the USA for service.

Effective Immediately:

1. Every shipment coming into the US under duty free basis must have the following statement on the Commercial Invoice, "**TEMPORARY RETURN OF GOODS COMING FOR REPAIR AND SERVICE AND RE-EXPORT BACK TO THE SENDER**".
2. A Foreign Shipper's Declaration **MUST** also be sent with the shipment. All blanks must be filled in. If you do not know the port or the date of the export, you may write "unknown" in these fields but they cannot be left blank. We have included a sample Foreign Shipper's Declaration on the next page.

If this information is not with the shipment, the carrier will notify EIT. At this point we will only have two (2) days to submit the information to avoid being billed for duties. EIT is not responsible for any freight, duties, or applicable fees attached to the unit because the paperwork was not filled out or included with the shipment.

Please contact us if there are any questions.

We can be reached at:
Phone: 703-652-7332

Email: calibration@eit.com

Thank your attention and support in this matter.

Best regards,

EIT Customer Service

Foreign Shipper's Declaration of U.S. Goods Returned

I, _____, declare that to the best of my knowledge and belief that the articles herein specified were exported from the United States, from the port of _____ on or about _____, 20____, and that they are returned without having been advanced in value or improved in condition by any process of manufacturing or other means.

Manufacturer/ Product Name	Serial Number	Quantity	Description	Value (\$USD)

(Date)

(Address)

(Signature)

(Title/Capacity)

Reference: 19CFR 10.1(a) (1)