**DATE: September 23, 2023**

**SHIPPER CONSIGNEE/RECEIVER**

Company/Institution

Address, Country, Postal / Zip Code

Phone:

Email:

Contact Name:

University of Montana

32 Campus Dr

Missoula, MT 59812

Phone: 406-243-6114

Email: bruce.bowler@mso.umt.edu

Contact Name: Bruce Bowler, Chemistry and Biochemistry (Chem 310)

**COMMODITIES**

|  |  |  |  |
| --- | --- | --- | --- |
| **QTY** | **DESCRIPTION** | **Unit Value** | **DOLLAR VALUE** |
|  |  | $5 |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**IMPORTANT NOTES**

These samples are non-hazardous and non-infectious. Samples are for research purposes only and hold no resale value.

**COUNTRY OF ORIGIN: USA**

**CURRENCY OF SETTLEMENT: USD**

**REASON FOR EXPORT: Samples for research**

**DUTY & BROKERAGE PAID BY: SHIPPER**  **CONSIGNEE/RECEIVER**

X

INSTRUCTIONS:

**SHIPPER**

* This is the information on the company/institution shipping the product

**CONSIGNEE**

* This will be the University of Lethbridge. Address and contact information has already been filled in.

**COMMODITIES**

* Quantity, description and value for the item(s) that are being shipped
  + **VALUE:** Needs to be realistic. Samples are not worth $0.00 or $1.00. Acceptable value would be $5/sample (Canadian Dollars)
* DESCRIPTION – this should be as detailed as you can be. If you are sending samples do not write “Samples”. Explain what it is what the source of the sample was (ex: plant, animal, human, synthetic) etc.

**IMPORTANT NOTES**

* Provide any important information regarding the items being shipped. For example if samples are being shipped are they considered “non-hazardous and non-infectious.
* Is the item(s) for research purposes only / collaboration with another colleague etc

**COUNTRY OF ORIGIN (COO)**

* Where was the product made/created (Canada, China, USA etc)

**CURRENCY OF SETTLEMENT**

* This would normally be the currency of the shipping country (USD, EUR, GBP etc)

**REASON FOR EXPORT**

* Example: SAMPLES For ANALYSIS

**DUTY & BROKERAGE PAID BY:**

* Who is responsible for duties / brokerage fees (Check either Shipper or consignee) as well as the importation to Canada. If you check Consignee or Recipient this allows us to import the samples with the University of Lethbridge broker, which is generally preferred unless we have discussed otherwise
  + If you check “Consignee” or “Recipient” the following information **Should** be included on the airway bill for the courier (if space is available)

**Livingston International**

**Calgary, AB**

**Ph: 855-225-5544**

**E: ReleaseteamGTA (**[**releaseteamGTA@livingstonintl.com**](mailto:releaseteamGTA@livingstonintl.com)**)**