



THE ILS COMPANY  
INTERNATIONAL LOGISTIC SOLUTIONS

# SUCCESSFUL GUIDE TO CROSS-BORDER FREIGHT

Everything you need to know about shipping freight  
between the U.S. and Mexico



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Introduction

# Roadmap Cross-Border Success



THE VALUE OF THE GOODS THAT CROSS THE U.S.-MEXICO BORDER IS ABOUT US\$700 BILLION ANNUALLY (KADEE RUSS, AARON SOJOURNER UNIVERSITY OF MINNESOTA, 2019). **ALMOST 62% OF THESE PRODUCTS ARE TRANSPORTED BY TRUCK.**

### **The use of trucks for cross-border shipping has become the norm.**

This book is the ultimate guide to cross-border freight. It features step-by-step instructions that will help you move seamlessly across the border. It also includes all the necessary documents and forms that you need to complete.

This handy book is a must-have for anyone with no or barely any experience with cross-border shipping. It will teach you how to get started successfully.

Even though the cross-border movement of goods is a different type of shipment, it still comes with its own set of rules. This guide aims to help you navigate through the various steps involved in this process.

With our experience in cross-border shipping, we have developed this guide to help customers get the most out of their cross-border transportation.

### **Our experience and connections will take care of it.**

The ILS Company has been a leader in transporting goods “to and from The USA and Mexico” for over 20 years. We establish alliances with key suppliers, engage in collaborative strategic sourcing, focus on the total cost of ownership, optimize company-owned inventory, develop appropriate levels of control and minimize risks.

### **The ILS Company's solutions, we can guarantee your cross-border shipping success**





# The three most important things

## 1. Documentation is everything

For international shipping, the U.S. Customs and Border Protection (CBP) and Mexico's Secretaría de Comercio y Fomento Industrial (SECOFI) border agencies are very strict with what they allow into their countries. For example, they require that you provide documentation that shows the origin of the goods and how they were transported.

If the documents are missing or incorrect, your driver will be held back at the border until they can be resolved.

## 2. Hire a customs broker

When it comes to cross-border freight, there are a few things that you should consider before hiring a broker. There are certain things only a customs broker knows, such as laws, regulations, duties, costs, taxes. These factors are a hassle to handle and require years of experience.

Your customs broker will be able to help you with all the necessary documents and forms needed for your shipment. They will also be able to handle all the transactions and payments for you.

## 3. Choose a transportation partner with proven cross-border shipping success

A suitable carrier can help you get the most out of your cross-border transportation. They can provide visibility into your shipment, track your progress, and provide helpful tips on avoiding costly mistakes.





## What happens at the border?

When transporting goods across the border there are multiple factors to consider. Firstly, we have to look if you are transporting northbound or southbound. So, from Mexico to the USA or the USA to Mexico. This is because both countries have different laws and regulations to prepare for.

### Northbound Mexico-US Commercial Border Crossing Process

Mexico's manufacturers should know the Mexican-US border crossing process used when moving finished goods into the U.S. This process is carried out at two levels of inspection. In addition, while moving products from the U.S. to Mexico, these are still subjected to various steps.

These include:

- The verification of documents by the Mexican exporter or its designated representatives may include customs experts at a Mexican shelter company.
- The transmission of commercial and cargo data to U.S. Customs through the Automated Broker Interface, or ABI, system.

The verification of documents by a Mexican exporter or its designated representative. This step involves validating the documents against the requirements of the ABI system. Commercial vehicles must meet the U.S. Customs and Border Protection requirements upon crossing the US-Mexico border. These regulations apply to all cargo and vehicle types, and all trucks are subject to primary inspection.

U.S. Customs and other federal agencies perform secondary examinations when a trailer comes across the border with a suspicious payload. These examinations are carried out by using X-ray machines.

This process involves conducting inspections on commercial vehicles that are bound for Mexico. These procedures are carried out to ensure that the vehicles are roadworthy and are inspected by the appropriate authorities.

### Southbound US-Mexico Commercial Border Crossing Process

When crossing the border into Mexico, goods are subject to two different levels of inspection. These levels of scrutiny are used to determine if the goods are destined for customers in the country's interior or exterior.



These include:

- The delivery of import documents to Mexican Customs by the company, its Mexican customs broker, or the import-export staff of a shelter company in Mexico.
- The responsible party or parties will pay any applicable duties due to Mexican Customs.
- The verification that Mexican banks have cleared any duties paid to Customs authorities.

After crossing the U.S. and Mexico, customs inspects commercial vehicles at a secondary entry point. Although some are subject to random selection, the majority of them are appropriately inspected.

All southbound trucks entering Mexico from the U.S. go through the same primary inspection. However, in some cases, a percentage of trucks may be chosen to go through a secondary review.

Once the goods have been inspected, they are permitted to enter Mexico.

## Drayages

Furthermore, most people think that one driver executes the whole transportation process. However, this is incorrect. When transporting between the U.S. and Mexico, drayages will be used.

In the shipping and logistics industries, drayage is moving products across a short distance. Drayage is frequently used as part of a larger transportation process. For example, drayage between The U.S. and Mexico is only used to cross the border. In this process, there are three different drivers involved. First the Mexico driver, then the U.S. driver, and in the middle the drayage to cross the short distance over the border.



## Classify your goods

Once you've determined that your items are eligible for importation into the United States or Mexico, you'll need to determine the tariff classification number.

While you combine the country of origin with these figures, you can estimate the cost of the duties you'll have to pay when importing. Again, remember that your broker will most likely assist you with this phase. Both the United States and Mexico use the Harmonized System.

As a result, you'll frequently hear the term "H.S. code" when discussing the system. A number that denotes a categorization. If you don't have a broker, you can look up tariff categorization online. The Harmonized Tariff Schedule Search has the numbers ready for your use.

## Duties and taxes

You'll want to obtain an idea of the charges and taxes that will apply to your cargo now that you have your tariff classification number. In the United States and Mexico, this is done slightly differently.





# Carta Porte Supplement

## Key points you should know for transportation sector in Mexico

### MEXICO IS PREPARING TO UNDERTAKE CHANGES THAT WILL IMPACT THE TRANSPORTATION SECTOR.

The Carta Porte document entered into force on November 30, 2021, as announced on the SAT portal (Tax Administration Service) on May 1, 2021, and its issue will be necessary as of January 1, 2022. The Carta Porte is a tax receipt for the goods being carried, which is included in the Digital Tax Receipt sent via the internet (CFDI). The Carta Porte has taken over the role of the traditional transfer invoice and logistics letter.

### THE CFDI IS USED TO PROVE THE POSSESSION AND OWNERSHIP OF ITEMS BY SUPPLYING INFORMATION ON THE ORIGIN AND DESTINATION OF PRODUCTS TRANSPORTED VIA VARIOUS MODES OF TRANSPORTATION.

In addition, taxpayers who provide services for the transportation of goods (through multiple modes of transportation) may issue a CFDI of the Income type with the Carta Porte addition, which protects and declares legal possession of the items.

### Who should be the one to sign the document?

The transport service provider must issue the CFDI of income with Carta porte before transferring commodities or merchandise by any mode of transport (whether land, rail, sea, air, or river).

When the owner of products or commodities takes them to the appropriate destination with their vehicles, the CFDI of transfer with Carta Porte must be issued, and the owner of the items is required to issue the document.

### Implications for taxes

It's worth noting that, as of January 1, 2022, transportation services for items or merchandise having solely CFDI of income (and no Carta Porte) will no longer be tax deductible.

The following fines will be levied if the CFDI with Complement Carta Porte is not provided, delivered, or made available to clients when required, or if the issued document does not conform with the relevant tax requirements:

**\* Any taxpayer who is required to produce a Carta Porte but fails to do so faces fines ranging from \$17,020 MXN to \$93,330 MXN. The tax authorities may close the taxpayer's establishment for three to fifteen days if the offense is repeated.**

\* Fines for taxpayers taxed under Title IV, Chapter II, Section II of the Income Tax Law range from \$1,490 MXN to \$2,960 MXN. The tax authorities may close the taxpayer's establishment for a period of three to fifteen days if the offense is repeated.

Because of the consequences of non-compliance, businesses that transfer goods or commodities (either directly or through a carrier) must evaluate all options for complying with this new tax duty as soon as possible.

## Shipping to the United States & Mexico

Customs duties on products transported to the United States and Mexico are calculated as a percentage. And the Harmonized Tariff System (HTS) calculates tariff rates for almost every item on the market.

This proportion is determined by several criteria, including:

- The H.S. Code
- The value of the shipment
- International trade agreements

Keep in mind that licensed professionals have spent years learning how to classify things to determine the duty rate appropriately. It isn't easy. And something as minor as your product's lining could make all the difference. We strongly advise you to engage a broker to prevent falling down this rabbit hole.

The Tariff Database of the United States International Trade Commission will give you a decent estimate of how much

your duties will cost. But keep in mind that the CBP has the final say.

You should also check if your products are eligible for duty-free or reduced rates under trade agreements.

### U.S. Trade Agreements

The United States provides free or reduced tariffs to some countries.

This includes:

1. A wide range of the Caribbean and Andean items.
2. A large number of products from sub-Saharan African countries.
3. The majority of Israeli, Jordanian, Chilean, and Singaporean products.
4. Any NAFTA-affected products farmed, manufactured, or produced in Mexico.

5. Products from the United States territories, such as Puerto Rico, the Virgin Islands, and Guam.

### Other U.S. taxes and fees Federal Income Taxes

The CPB also represents several other government entities. So, depending on what you're delivering, there are possibly federal taxes and fees on the things you're shipping.

You can phone the port of entry through which your goods enter the United States to determine what taxes and fees apply to your imports: State and Local Taxes.

State and municipal taxes apply to some items. You can find out by calling the local or state treasury office. Half of the state's taxes are not collected by CBP.



# Mexico trade agreements

**The USMCA is considered to be a win that will mutually benefit North American businesses, ranchers, farmers, workers, and shippers.**

Mexico has experienced significant economic development and growth in the past ten years. Because of this, countries look at Mexico as a market with limitless potential, especially in the manufacturing and commodity sectors. According to economists, Mexico's recent economic growth has introduced some changes in trade policies and foreign markets. Because of this, companies in the United States are slowly abandoning their businesses in China and relocating to Mexico.

The reasons why a plethora of US companies are parting ways with China and favoring Mexico are quite varied and complex. However, you can sum them up by looking at the advantages of conducting businesses in Mexico. Here are some of those advantages:

## Why Mexico is a manufacturing haven for US companies

Before delving deep into the diverse advantages of conducting businesses in Mexico, it is vital to discuss why the

country's manufacturing industry is its crown jewel. If we go by numbers, Mexico is part of an elite list of countries with the best global manufacturing economies.

Here are a few things that Mexico specializes in:

- **Automobiles**
- **Electronics**
- **Aeronautics**
- **Medical devices**

It took more than a decade's worth of progress for Mexico to become a manufacturing powerhouse. It all started with NAFTA, as it helped to revolutionize the way modern economies would work. As time progressed the USMCA also made significant contributions to strengthen Mexico's chances of becoming an attractive foreign investment opportunity.

## How US companies benefit by conducting business in Mexico

Whenever companies decide to conduct their business in other countries, the first thing they have to analyze is the cost. Most companies concluded that Asia would be the most cost-effective destination for doing business in the past.

Things have changed quite a bit now as Mexico is gaining the upper hand with each passing day.

## Taking advantage of Mexico's emerging market

There is no denying that the economy of Mexico is booming due to the foreign investment influx. However, the fact remains that the country's market is still in an emerging phase. Where beats the rush and takes advantage of the distinct opportunities can reap the benefits of conducting business in Mexico.

## Close proximity to the United States

Although business owners will need to leave their country to reap cheaper costs for input, Mexico's close proximity to the US reduces logistical woes by tenfold. The country's geographical location makes shipping and transportation of goods way easier. Furthermore, there are no time zone-related problems, which reduces all the hassles that businesses face in Asia.

## Border Crossings USA/MX

Documents necessary for northbound and southbound. Shipping to and from Mexico.

Shipping to/from Mexico is not as difficult as you would expect, but there is a process to follow, we will help you prepare accordingly:

**1. Identify all the parties involved in your import/export transaction:**

Exporter of record, Importer of record, Mexican Custom Broker, American Custom Broker and Transportation Company.

**2. Identify all the paperwork needed to complete the transaction:**

Commercial invoice with corresponding Harmonized Code (HTS), Packing List, Pedimento, inbond, entry/E-manifest.

**3. Here is a brief overview of the border crossing process:**

a. Once shipment arrives to the border, you must wait until the paperwork is ready to begin with the clearing process:

Pedimento; provided by the Mexican Custom Broker, Entry/AES File; provided by the American Custom Broker and E-manifest (only on northbound shipments); provided by the transportation company.

b. The clearing process: Once you have all the paperwork ready it's time to begin the clearing process, get in line at MX and US Customs; if selected, your shipment can undergo inspection at either US or MX customs, before the final clearance the shipment can possibly undergo a DOT inspection (only northbound shipments).

**4. Once your shipment has gone through all the necessary inspections at both customs, your shipment is cleared and ready to go to its final destination.**

Do you need help understanding what happens at the USA-Mexico border with your freight?

The ILS Company has you covered. We will guide you through the successful import and export at the US-Mexico border

**MEXIGO**<sup>TM</sup>  
**with ILS**  
YOUR CROSS-BORDER LOGISTICS PARTNER

YOUR GATEWAY **TO AND FROM MEXICO**





## Import/export guidelines

### General Import Clearance Information Clearance Process

**Registration requirements.** A company seeking to import goods into Mexico must have a tax number and must also be registered as an importer. In theory, this measure allows the customs authorities to better monitor the trade in goods and prevents contraband. The registration procedure is relatively simple, but it may take some weeks. Sector-specific registration is a major concern.

Persons who want to import certain sensible goods are required to be registered in one of 32 (approximately) specific sectors (e.g. automotive goods, steel, tools, electronic appliances, bicycles, toys, textiles, apparel, footwear). In addition to being registered, importers also need to secure the services of a licensed custom broker.

**Customs brokers.** A licensed customs broker must submit the customs declaration. The broker must have a power of attorney from the importer. From the business point of view, the customs broker provides advice on trade and customs matters. From the tax point of view, the customs broker is liable for any misbehavior concerning the application of the proper customs procedure, the tariff classification of the goods, the correct payment of duties and taxes and the strict compliance with non-tariff barriers.

**Duty payment.** Once the customs broker calculates the applicable duties and taxes, they are paid at the commercial banks located at the ports of entry by the broker who collects the money from the client.

**Value added tax (VAT).** Customs authorities collect a value added tax (VAT) upon entry of the goods into Mexico.

**Customs fees (DTA, PRV).** In addition, Mexican customs charges a customs processing fee (DTA) of 0.8% and a pedimento validation fee (PRV) fee of 0.176%.

### Document Requirements

**Import/Export Documentation.** The Mexican Law is very strict regarding the proper submission of customs documentation.

**Customs declaration.** The import declaration is especially detailed and it is submitted both in electronic and printed manners.

**Invoices.** The invoice evidences the sale for export to the country of importation. Thus, the invoice is essential to determine the transaction value of the goods. The customs regulations are very detailed concerning the information that the invoice must contain. Foreign sellers or shippers must exercise care in preparing invoices.

**Invoice requirements checklist:**

- Place where the invoice is issued
- Date in which the invoice is issued
- Seller's name
- Seller's full address
- Importer's name
- Importer's full address (no PO Box)
- Detailed description of the goods (including grade or quality) (avoid using codes)
  - What the product is
  - What material it's made of
  - Schedule B or HTS code
  - Intended use
  - Country of manufacture
  - Any identification numbers such as serial, part and model numbers of each good (if applicable)
- Quantities in weights and measures
- Unit prices
- Total value of the invoice

Special information may be required on certain goods or classes of merchandise in addition to the information normally required on the invoice (see Individual information, below).

In order for the importers to avoid difficulties and delays the following information should also be included:

- Invoice number
- Seller's tax identification number
- Commercial terms (e.g. CIF, FOB)
- Currency
- Country of origin
- Total weight
- Total number of packages; and marks and numbers of the packages

## **Mexico Import Regimes. Mexican legislation contemplates 6 Customs import regimes**

### **1. Definitive New**

It is used for foreign products that will remain in the country for an unlimited time.

### **2. Temporary**

When foreign products will remain in Mexico for a limited amount of time and with a specific objective. Temporary imports are divided into:

- Temporary imports to return abroad in the same condition (the products do not suffer any alteration)
- Temporary import for manufacturing, transformation or repair in Maquila or export programs.

### **3. Fiscal Depot**

Authorization to store goods in General Depot Warehouses, without a time limit as long as you pay for storage services. When you withdraw the merchandise that was imported, you must pay the corresponding taxes and fees.

### **4. Transit**

As the name states, it consists of moving goods between customs, under fiscal control. It is divided in two:

- Internal: From one Mexican Customs to another one.
- External: Foreign merchandise destined abroad, that passes through a Mexican Customs

### **5. Preparation, transformation or repair in a fiscal controlled area**

When merchandise is introduced to be modified to be exported to another country or returned abroad.

### **6. Foreign Trade Zone**

It consists of entering merchandise into strategic fiscal enclosures for a limited time to store, handle, guard, display, sell, distribute, produce other products, transform or repair them.



## Managing your obligations to pay duties and taxes

When importing goods into Mexico, importers may be required to pay a: General Importation Duty (IGI), Value Added Tax (IVA/VAT), Right to Customs Processing (DTA) and/or a Special Tax on production and services also known as excise tax (IEPS).

Mexico has signed multiple Free Trade Agreements (FTAs), which provide for preferential duty rates on foreign trade operations with many more countries. FTAs signed by Mexico include the North American Free Trade Agreement (NAFTA) and agreements with the European Union (EU), the European Free Trade Association (EFTA), and Japan, among many other countries. Most FTAs provide 0% duty rates for almost 90% of the goods to be imported into Mexico.

General Import Duty rates range from 0% to 35%, but most imports fall within the range of 3% to 20% (exceptionally, certain food products, shoes, and textiles pay higher duties). When importing in a definitive regimen all applicable duties and taxes are due at the time of the import. Temporary imports under IMMEX and similar programs are subject to the general 16% VAT rate. Such imports may qualify for VAT or IGI relief when obtaining special certification from the tax authorities related to the adequate control of such imports. The relief is applied in the form of an immediate VAT credit when clearing customs, which means that the temporary import is done on a cashless basis for VAT and temporary imports are exempt from customs duties.

Importers may also take advantage of tariffs' reductions with Programs of Sectorial Promotion (PROSEC). These programs were created to give preferential treatment to certain industry sectors (such as automotive, textile and electronics). Companies with a PROSEC authorization can get preferential import tariffs. Alternative companies may also use "Identifiers" if applicable to lower assigned rates.

## Weight/Dims limitations in US highways

The United States have a federal set of standards that specify the 'minimum maximums' that must be allowed on federally funded highways, which include the interstates and national network of highways. On these roads, there is a standard set of rules that truck drivers can follow that are common across the country. These are the well known weight limits of:

- **Gross Weight: 80,000 lbs**
- **Single Axle Weight: 20,000 lbs**
- **Tandem Axle Weight: 34,000 lbs**

Along with these weight limits, there are bridge laws which restrict the spacing and weight of axle groupings. The longer and the more axles a truck has, the more weight that it can carry. The bridge formula defines this relationship.



## State laws

In 1992, the ISTEA act 'froze' the weight laws that were in place in various states. What this meant was that states that had more liberal weight laws before this act were put into place, were allowed to keep these higher weight statutes in place, even on federally funded highways. States are always free to keep higher weights in place on state roads that they finance themselves.

Some of the notable states that allow higher weight limits than 80,000 lbs on federal or state roads are: Michigan, South Dakota, New England States, New York.

## What Is an Oversize Load?

The trailer is 8.5 feet wide, but the tires are more than 9 feet wide and are permitted as an Oversize Load. In road transport, an oversize load (or overweight load) is a load that exceeds the standard or ordinary legal size and/or weight limits for a specified portion of road or highway. Examples of oversize loads include construction equipment (bulldozers, etc.), pre-built homes, construction elements (bridge beams, generators), wind generator propellers, even tires for quarry and mining equipment, and much more.

The legal dimensions and weights vary between states and a vehicle that exceeds the legal dimensions usually requires a permit defining the size, weight, and nature of the load and the origin and destination of the load. Fees for permits are determined by the nature of the load and may vary from state to state. The permit usually specifies the route the load

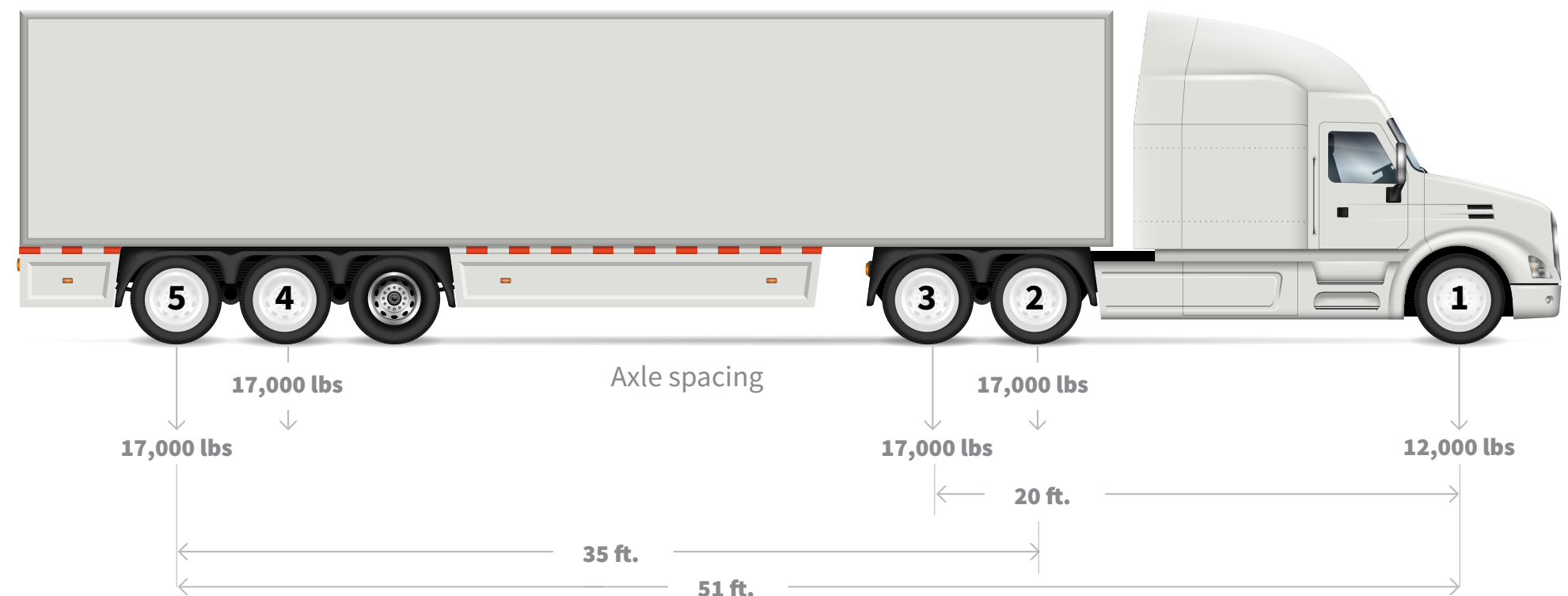
must follow as well as the dates and times during which the load may travel, and the safety equipment required.

This vehicle has two tandem axles and a steer axle. The gross weight of 80,000 pounds is distributed properly across the axles. There are federally mandated maximum weight limits for the NN (23 CFR Part 658.17). For example, the CFR limits weights to 20,000 lb. per single axle, 34,000 lb. per tandem axle, and 80,000 lb. gross vehicle weight. The vehicle gross weight may be exceeded, by permit, provided the maximum weight on any axle or axle group is not exceeded.

The requirements for oversize/overweight trucking operators are twofold: (1) ensuring that the load can be

moved safely and legally from its point of origin to its destination, and (2) obtaining the necessary state permits to move the load.

For larger oversize loads, such as widths up to 15 feet or heights exceeding 13.5 feet, a route survey may be required prior to the haul. It must be determined that overhead utility lines, bridges and overpasses, overhead signs, etc., do not pose a contact hazard. For overweight loads, it must be determined that trucks do not overstress bridges and overpasses, and that weight is properly distributed across the axels to protect roadways.



## National Network Vehicle Size and Weight Standards in US

<b>Overall Vehicle Length</b>	<p>No Federal length limit exists for most truck tractor-semitrailers operating on the NN.</p> <p>Exception: On the NN, combination vehicles (truck tractor plus semitrailer or trailer) designed and used specifically to carry automobiles or boats in specially designed racks may not exceed a maximum overall vehicle length of 65 feet, or 75 feet, depending on the type of connection between the tractor and the trailer (See 23 CFR 658.13 for more information).</p>
<b>Trailer Length</b>	<p>Federal law provides that no State may impose a length limit of less than 48 feet (or longer if provided for by grandfather rights) on a semitrailer operating in any truck tractor-semitrailer combination on the NN. (Note: A State may permit longer trailers to operate on its NN highways).</p> <p>Similarly, Federal law provides that no State may impose a length limit of less than 28 feet on a semitrailer or trailer operating in a truck tractor-semitrailer-trailer (twin-trailer) combination on the NN.</p>

<b>Vehicle Width</b>	<p>On the NN, no State may impose a width limit of more than or less than 102 inches. Safety devices (e.g., mirrors, handholds) necessary for the safe and efficient operation of motor vehicles may not be included in the calculation of width.</p>
<b>Vehicle Height</b>	<p>No Federal vehicle height limit exists. State standards range from 13.6 feet to 14.6 feet.</p>
<b>Vehicle Weight</b>	<p>Federal weight standards apply to commercial vehicle operations only on the Interstate Highway System, which consists of approximately 50,000 miles of limited access, divided highways that span the Nation. Off the Interstate Highway System, States may set their own commercial vehicle weight standards. Federal standards for commercial vehicle maximum weights on the Interstate Highway System are as follows: Single Axle – 20,000 lbs.; Tandem Axle – 34,000 lbs.; GVW – 80,000 lbs.</p> <p>The Federal Bridge Formula, which was introduced in 1975 to reduce the risk of damage to highway bridges by requiring more axles, or a longer wheelbase to compensate for increased vehicle weight, may require a lower GVW; depending on the number and spacing of the axles in the combination vehicle.</p>



## Weight/Dims limitations in MX highways

Maximum vehicle gross weight authorized by vehicle and road class

Vehicle	Number of axes	Number of tires	GVWR (t)			
			ET & A	B	C	D
B2	2	6	19,0	16,5	14,5	13,0
B3	3	8	24,0	19,0	17,0	16,0
B3	3	10	27,5	23,0	20,0	18,5
B4	4	10	30,5	25,0	22,5	21,0

Maximum gross vehicle weight authorized per vehicle class and road

Vehicle or vehicular configuration	Number of axes	Number of tires	GVWR (t)			
			ET & A	B	C	D
C2	2	6	19,0	16,5	14,5	13,0
C3	3	8	24,0	19,0	17,0	16,0
C3	3	10	27,5	23,0	20,0	18,5
C2-R2	4	14	37,5	35,5	NA	NA
C3-R2	5	18	44,5	42,0	NA	NA
C3-R3	6	22	51,5	47,5	NA	NA
C2-R3	5	18	44,5	41,0	NA	NA
T2-S1	3	10	30,0	26,0	22,5	NA
T2-S2	4	14	38,0	31,5	28,0	NA
T3-S2	5	18	46,5	38,0	33,5	NA
T3-S3	6	22	54,0	45,5	40,0	NA
T2-S3	5	18	45,5	39,0	34,5	NA
T3-S1	4	14	38,5	32,5	28,0	NA
T2-S1-R2	5	18	47,5	NA	NA	NA
T2-S1-R3	6	22	54,5	NA	NA	NA
T2-S2-R2	6	22	54,5	NA	NA	NA
T3-S1-R2	6	22	54,5	NA	NA	NA
T3-S1-R3	7	26	60,5	NA	NA	NA
T3-S2-R2	7	26	60,5	NA	NA	NA
T3-S2-R4	9	34	66,5	NA	NA	NA
T3-S2-R3	8	30	63,0	NA	NA	NA
T3-S3-S2	8	30	60,0	NA	NA	NA
T2-S2-S2	6	22	51,5	NA	NA	NA
T3-S2-S2	7	26	58,5	NA	NA	NA

# Packaging Recommendations

These recommendations are not to be considered approved carrier packaging specifications. Following part or all of these guidelines will not guarantee the automatic approval of a damage claim by any carrier.

## Air

- Maximums size of packages has to be clarified with the airline
- Goods are not allowed to be bigger than the packaging, E.g. pallet smaller than good
- Packages have to be safe from manipulation (See 3.1)
- Exact size and weight of packages labelled
- Delivery slip and labels are need for all packages
- IPPC – labels needed for packing wood
- Air freight safety regulations have to be followed

### Manipulation-safe packaging

- All kinds of goods going with air freight, which are on a pallet, have to have been wrapped in non transparent foil
- Cardboard boxes must be packed manipulation safe, with all open sides taped shut
- This goes for all cardboard box sized
- Delivery slip
- All packages have to have labels about size and weight
- IPPC labels on packing wood

## Ocean

- The kind and intensity of strain on the goods during oversea transports must be researched during packaging
- Strain during oversea transports are: rain, sea water, different climate zones, high humidity, and high salt content in the air
- During the long transports in the containers, the packed goods are under a high strain from shocks, and vibrations
- Goods that are packed have to be dry
- Packing wood with a maximum of 20% residual moisture
- Corrosion protection with the dry bag method. For the transport and storage the goods have to have enough dry bags, the amount is relative to the residual moisture inside of the aluminum foil, and has to be good for 12 months (optional 24 months). Calculation according to DIN 55474
- There are two methods of packaging: ground packaging and crate packaging
- Packing wood must be IPPC – treated and labelled, also inside of the package
- The sea freight packaging should be done by a specialized contractor (Packaging company / Exporter)

## Ground

- Store goods on pallets or other suitable packing methods, so that they are secure from outside influences
- Goods not stored on pallets or other suitable packing methods, are not allowed to exceed 35 kg

- Appropriate labelling is also needed
- Wood pallets and other wood used for packing has to be IPPC treated and labelled
- Each package has to have a delivery slip
- The gross weight and size of a package has to be clearly labelled. Bigger packages have to also have the balance point, and areas for chains and fork lifter labelled on them

## LTL

LTL shippers are encouraged to load their goods onto pallets or into crates prior to pickup. Heavier items should be placed on the bottom of the pallets or crates, while lighter items should be placed on the top. It's also best practice to include at least one large label on each handling unit in the shipment.

**Why this step is important:** Freight is typically handled a number of times throughout the LTL shipping process. Properly packaged goods can be protected from bumps, drops and the adjacent freight along the way. The bill of lading needs to be attached to the packaged freight, as well as any labels that would help the carrier know how to handle the package such as “Do Not Stack,” “Fragile,” “This side up,” and “Handle with Care.” These labels give drivers and dockworkers indicators as to how to move the freight without damaging it.

## Shipping the goods

When it comes to moving your freight across the border, your carrier is crucial. They're in charge of not just getting your shipment across the border efficiently and safely, but also of:

- Getting in touch with your broker to get your shipment pre-cleared before it's picked up.
- If traveling to Mexico

If traveling to the United States, the carrier will electronically submit all documents to ACE. Then, if accepted, all they have to do at the border is provide customs a PAPS (pre-arrival processing system), entry, and ACE number.

If you want to cooperate with a bonded carrier, keep in mind that they can enter the United States or Mexico from any service point. Non-bonded carriers will have to wait at the crossing until they acquire an entrance number. To avoid any surprise fees, make sure to prepare ahead.

### **Prepare the following items to guarantee a swift customs clearance:**

- Prepare invoices in a clear, organized manner and ensure all data is neat and legible.

- Generate invoices with detailed information, just like a packing slip. The more detail, the better.
- Mark and number each package for easy identification.
- Correspond marked, and numbered packages with your invoice. Provide full descriptions of each.
- Item in each package on your invoice.
- Work with your broker to set packing standards for your cargo.
- Ensure security precautions at your site and throughout goods transit.

It's a legal requirement to preserve your shipment records for several years. For example, if you're importing to the United States, you'll need to keep records for five years. Records for Mexican imports must be kept for five years after the shipment.

This includes all essential paperwork, accounting information, and so on, which you can keep digitally or physically.

If you engage a customs broker, they will be in charge of keeping records.





# Paperwork

When it comes to cross-border freight, the devil is in the details. And documentation is a part of that detail. These aren't merely papers to file away in the file cabinet. For any cross-border shipment, these are essential documentation to have on hand. So before you come to the border, familiarize yourself with each form and fill out the necessary ones. This will ensure that you get across as fast and painlessly as possible. This section will walk you through the paperwork you'll need to prepare for your cross-border freight.

## Document 1: BoL (bill of lading)

A bill of lading (BoL) is a legal document that specifies the kind, quantity, and destination of goods being transported by a carrier. When the carrier delivers the goods to a prearranged location, the bill of lading also serves as a shipment receipt. This document must be signed by an authorized representative from the carrier, shipper, and receiver and must accompany the shipped products, regardless of the mode of transit.

## Document 2: Certificate of origin

A certificate of origin is a paper that confirms the country of origin of a product. It specifies the location of the product's production, manufacturing, or processing. When importing, a country's customs authorities require it as part of the clearance process.

## Document 3: Commercial invoice

The commercial invoice has two functions. First, it allows you to collect your funds while also assisting the importer with the clearance of the products.

All of the following must be included on the invoice:

- Full legal name, address, and country of the vendor
- Full name and address of the consignee
- A detailed explanation of each shipment item
- Gross and net weights
- Each item's unit price (using the payment currency)
- Price increase
- Currency of payment
- The terms of delivery and payment
- When did the goods start to be shipped?
- Numbers of references
- Import permit (if applicable)
- Freight and insurance costs

## Document 4: Shippers export declaration

The U.S. Department of Commerce requires this document for exports of certain regulated products, shipments to specific countries, and shipments anywhere that exceed particular financial levels. In addition, this document is used to keep track of regulated goods shipments.

## Document 5: General packing list

In international trade, a packing list is a document that offers information about the shipment to the exporter, international freight forwarder, and eventual consignees, such as the way it's packaged, each package's size and weight, and the marks and numbers on the outside of the boxes.

## Document 6: Import permits

Mexico and The USA have certain goods that require import permits. Here, you can find the lists  
<https://www.cbp.gov/document/publications/importing-united-states>

## Document 7: NAFTA document

The United States and Mexico both use the NAFTA Certificate of Origin to assess whether imported goods are eligible for reduced or eliminated duty under the NAFTA.

## Document 8: Pedimento

Unlike when importing from the USA, a pedimento is done by the Mexican broker when importing from Mexico. This cannot be avoided and has to be done physically. After being checked thoroughly, the broker determines how many duties must be paid. This has to be done before the driver receives a seal of payment and can take off.

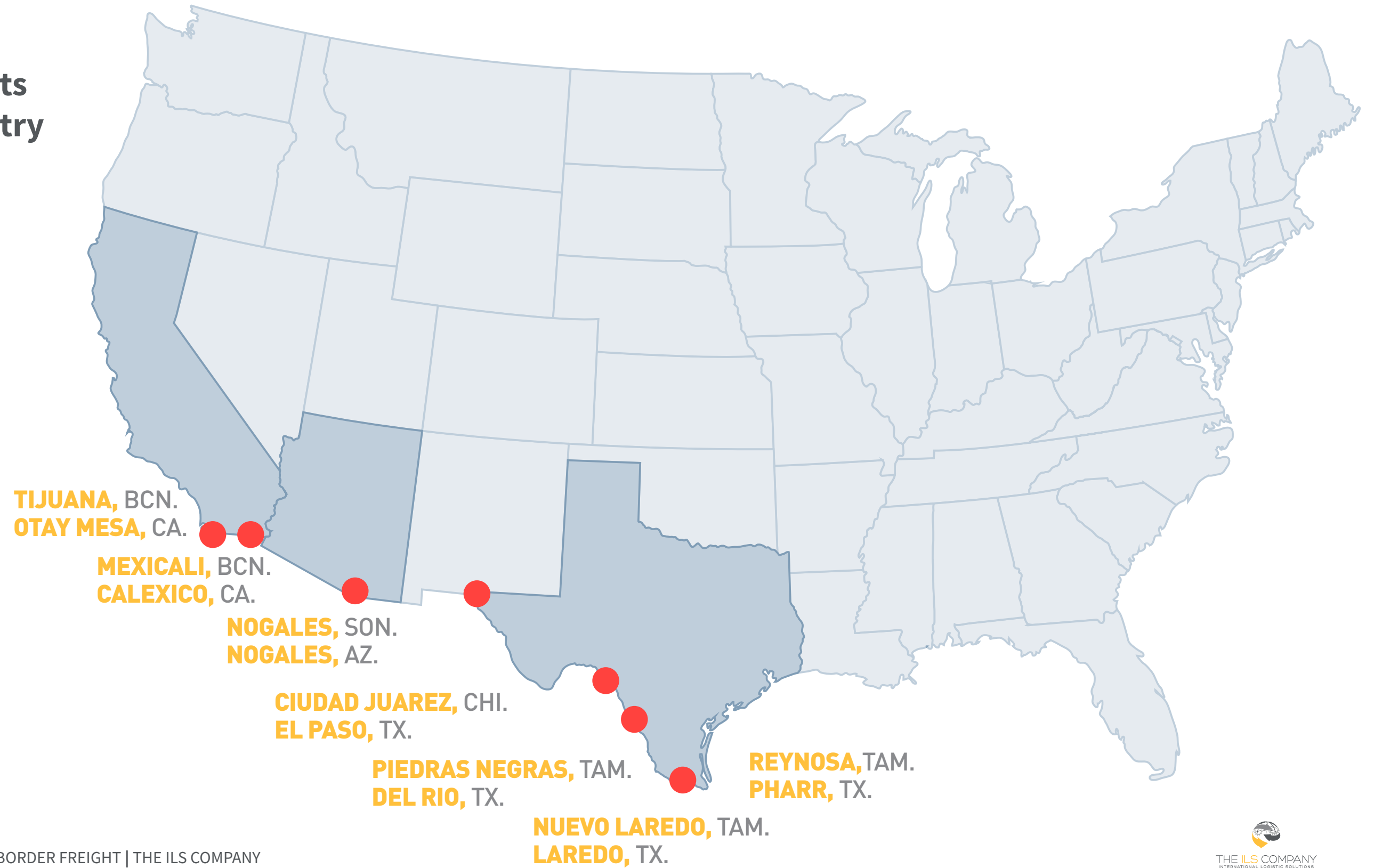
Here you can find more information

## Document: 9 U.S. State entry form 75.01

The CBP Form 7501, also known as the "Entry Summary", is a required document that the CBP uses to assess and verify the accuracy of information about the imported commodity. The form includes information on the appraisal, origin, classification, and other essential characteristics.

When an import shipment arrives in the United States, the importer or the company's customs broker must file a series of documentation with the Port Director at the port of entry. A Custom Release form, CBP Form 3461, must be filed to expedite the release process. CBP Form 7501 must be filed by the freight forwarder within ten days of the customs release of the consignment.

## Main Border points of commercial entry





## Useful websites

### 1. Hazmat types

<https://www.mfnfamily.com/en/hazmat-definitions>

### 2. US HTS Tariff website

<https://hts.usitc.gov/>

### 3. MX HTS Tariff website

<http://www.siicex-caaarem.org.mx/>

### 4. Ventanilla unica

<https://www.ventanillaunica.gob.mx/vucem/index.html>

### 5. CTPAT Guidelines (CBP website)

<https://www.cbp.gov/border-security/ports-entry/cargo-security/c-tpat-customs-trade-partnership-against-terrorism/apply/security-criteria>

### 6. SCT website

<https://www.gob.mx/sct>

### 7. FMCSA website – Check carrier safety info

<https://www.fmcsa.dot.gov/>

### 8. Webpages for MX and US Fuel

USA: <https://www.eia.gov/petroleum/gasdiesel/>

Mexico: <https://www.gob.mx/cre>

### 9. Currency converter

<https://www.xe.com/currencyconverter/>

### 10. CBM Calculator

<https://www.cbmcalculator.com/>

### 11. USA Port of entry locator

<https://www.cbp.gov/contact/ports>

### 12. Commercial, passenger and pedestrian US port of entry wait times

<https://bwt.cbp.gov/>

### 13. World airport listings

<https://www.aeropuertosdelmundo.com.ar/americaelnorte/mexico/>



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