Reporting Shipments in EXIM Online (EOL)

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Make sure the shipment is eligible

- Check the Country Limitations Schedule (CLS) before shipping, and sign up for automatic email notification of CLS changes
  - ➢ https://www.exim.gov/email-sign-up-cls

- Check the insurance policy parameters to make sure the shipment is within the authorized amounts (SBCL, DCL) and payment terms.
  - ➢ EOL will let the exporter report certain shipments even if the shipment is not fully eligible

- Review Article 3 of the insurance policy describing what constitutes an insured transaction

- Review the definition of a "buyer obligation" in the Definitions section of the insurance policy

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Shipment Reporting Best Practices – Reporting

- Submit shipment reports monthly no later than the end of the month following the month of shipment

- Report shipments as they are made, or all at once after the end of the shipment month
    - ➢ Cannot report a shipment date in the future

- If there are no shipments for a month, affirmatively report no shipments in EOL; do not skip reporting for that month

- Exporter may bundle multiple invoices to the same buyer together
    - ➢ Does not have to report and submit separately for each individual invoice to the same buyer

- Exporter can only add a new buyer to its buyer list when you first go to ship to that buyer
    - ➢ Cannot add a buyer unless you are reporting a shipment too

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Shipment Reporting Best Practices – Reporting (cont.)

- The appearance of a buyer on the exporter's buyer list does not automatically mean a shipment will be eligible (refer to "Before Shipping" on slide 2)

- Enter the buyer's correct legal name and use it consistently

- Report overdues (if any) at the time you report shipments
  - Only required to report overdues of $25,000 or more <u>AND</u> that are more than 90 days past due
  - Update any previously-reported overdues at the time you report shipments
  - Stop shipment clause requires exporter to stop shipping if buyer is past due by $2,000 or more and more than 90 days past due

- Exporter should open the link to the certification at the end of the shipment report and read it before submitting the shipment report

- Brokers can help the exporter complete shipment reporting in EOL, but the exporter should make the final submission

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