

Thank you for choosing the Schatz Energy Research Center as your testing lab. Please follow these shipping guidelines to help ensure that we receive your product in a timely manner.

Documents You Will Need:

A detailed pro-forma invoice should provide all of the information needed to clear U.S. Customs and Border Protection. A complete invoice should have:

1. Full name and address of both shipper and receiver
2. Invoice number and date
3. Detailed description of products being shipped
4. Value of each item in each package, and total package value
5. Country of origin for goods being shipped (see notes on next page)
6. Purpose of the export - include that samples are for testing purposes and NOT for resale
7. Payment terms - indicate that the testing samples are being provided free of charge
8. Delivery terms (Incoterms) - specify DDP (Delivered Duty Paid), or that the exporter is responsible for fees
9. Authorized signature and company stamp

To Avoid Customs Delays:

Specify “Delivered Duty Paid,” or DDP

Do not mark “Delivered At Place” (DAP) or the shipment may be refused.

Give detailed product descriptions on the invoice

Include information such as materials and size, as these help customs officials determine what entry restrictions apply. Some examples of good and bad product descriptions are below.

Shipments valued over US\$2500 will likely be delayed

Shipments worth more than US\$2500 are considered “high-value,” and are subject to additional scrutiny and paperwork.

POOR DESCRIPTION

“Solar lighting product”

Does not list any details about the product; shipment could be held or incorrect duty rate could be applied

GOOD DESCRIPTION

“Testing sample of portable LED lighting product with 10 in² integrated crystalline silicon photovoltaic module”

Gives relevant materials and size information and states that samples will be used for testing

BETTER DESCRIPTION

“Testing sample of Shamash Solar’s UtuBright portable LED lighting product with 10 in² integrated crystalline silicon photovoltaic module”

Gives relevant materials and size information, states that samples will be used for testing, gives explicit product identification for clarification

Determining Country of Origin

When solar products are assembled in a different country from the component parts, there are specific criteria to determine the country of origin:

- If the solar product is assembled in China, then China is the country of origin, regardless of where the components are sourced.¹
 - If a solar module is assembled in China using solar cells from Taiwan, China is the country of origin.
- If the solar product is assembled outside of China, the country where the solar cell components were manufactured is the country of origin.²
 - If solar cells manufactured in Taiwan are assembled into complete modules in Thailand, the module's country of origin would be Taiwan.

Navigating Duties for Chinese Products

Solar products from China are generally subject to anti-dumping and countervailing duties. However, many solar lighting products are exempt from some of these duties. Currently, anti-dumping duties do not apply to the following classes of products:

- Thin film photovoltaic modules using amorphous silicon (a-Si), cadmium telluride (CdTe) or copper indium gallium selenide (CIGS),
- Crystalline silicon photovoltaic cells which are less than 20 μm thick, or
- Crystalline silicon photovoltaic cells which
 - Have a total area less than 10,000 mm^2 (approximately 15.5 in^2), and
 - Are “permanently integrated into a consumer good whose function is other than power generation and that consumes the electricity generated by the integrated solar cell.”²

Disclaimer

While we have made every effort to make this guide as accurate as possible, the information should be taken as recommendations only. Shipping regulations vary between countries and frequently change. Please research the applicable shipping regulations before sending any package. The Schatz Energy Research Center cannot be held responsible if shipments are delayed or charged unexpected fees.

¹ *Sunpower Corporation vs. United States*, Consol. Court No. 15-00067, United States Court of International Trade

² *Crystalline Silicon Photovoltaic Cells, Whether or Not Assembled Into Modules, From the People's Republic of China; Amended Final Determination of Sales at Less Than Fair Value, and Antidumping Duty Order*, 77 FR 73018 (December 7, 2012); *Crystalline Silicon Photovoltaic Cells, Whether or Not Assembled Into Modules, From the People's Republic of China; Countervailing Duty Order*, 77 FR 73017 (December 7, 2012)