

Gexpro Services, a division of General Supply & Services, Inc.
Import Terms & Conditions of Purchase, addendum to SIF200, as revised

23. Import Commercial Invoice Contents Requirements:

A commercial invoice covering the merchandise being imported is required by U.S. customs. The invoice shall be in English containing adequate information to determine the proper duties. The customs regulations spell out the invoice requirements which include the following information:

- (a). General Supply & Services Inc. d/b/a Gexpro ("Gexpro" or "Buyer") name and location placing the order indicated clearly as "Importer Of Record"-importer number as follows:
Gexpro Electrical Distribution – 20-5021902ED
Gexpro Services – 20-5021902PS
unless the Inco terms negotiated indicate that another party is considered as IOR.
- (b). Name and address of the Seller.
- (c). Name and address of Buyer (or consignee if shipped at no charge or on consignment).
- (d). Date of sale.
- (e). Port of entry for which merchandise is destined.
- (f). Terms and conditions of sale, payment and any discounts.
- (g). A detailed description of the merchandise including the name by which item is known, the grade or quality, and the marks, numbers under which sold by the Seller or manufacturer. Include the harmonized tariff number for U.S. customs.
- (h). Quantities (pieces, weight and/or measure). Purchase price of each item in the currency of purchase (Or value of each item, if shipped at no charge or on consignment).
- (i). Itemization by name or type and the amount of charges not included in the invoice price, packing, inland freight, commissions, ET.
- (j). All rebates, drawbacks and bounties, if applicable.
- (k). Country of origin of the goods.
- (l). Marks and numbers of the shipping packages. Packing details to what merchandise is contained in each individual package (A separate packing list is acceptable.)
- (m). Name of responsible employee of the exporter, who has knowledge of the transaction or can readily obtain such information with the telephone/fax number.
- (n). All goods or services furnished for the production of the merchandise (e.g., assists such as dies, molds, tools, engineering work) not included in the invoice price.

24. Description:

Commercial invoices with general descriptions such as "electrical machinery" are not acceptable. A detailed description is one, which enables an import specialist to properly classify imported merchandise. Accordingly, the commercial invoice must indicate any information, which has a direct bearing on the proper classification and value of the imported item.

25. Country of Origin Marking Requirements:

Every article of foreign origin (or its container) entering the U.S. must be legibly marked with the English name of the country of origin. The purpose of marking is to inform the purchase in the U.S. of the country where the article was made.

The marking must be:

- (a). In a conspicuous place
- (b). Legible
- (c). Permanent

These requirements, 1135 "R", pertain to imported commercial materials. The complete purchase order number must be on each shipping label. Payment of duty is the responsibility of Buyer. Seller is not responsible for payment of duty and will not invoice purchaser for the amount of the duty.

26. Customs Brokerage Instructions:

Small package-Federal Express is an approved custom's broker for Buyer. For items that are shipped via FedEx, using a valid FedEx account number of Buyer, entry will be filed on behalf of Buyer. Contact the Buyer's representative who issued the purchase order if a FedEx account is not provided.

27. All Other:

Expeditors International ("Expeditors") or, any third party designated in writing by Buyer, will act as the broker of choice for imports into the United States. Expeditors operates a central point for all documents to be sent to for pre

processing prior to arrival at the Port of Entry (POE). It is the responsibility of the Seller/carrier to provide these documents in a clean and legible format to Expeditors prior to the arrival of the goods. The Expeditors team responsible for Buyer's shipments will arrange for the Expeditors offices at the POE to file the release.

28. International Air/Ocean Shipments Documentation:

Documents should be sent to, and received by, the Expeditors Team assigned to Buyer's account in compliance with the following time frames:

a. Ocean Shipments:

Documents must be tendered to the Expeditors International origin office at the time of booking. A complete listing of Expeditors offices is located at the following web address:

[HTTP://DOMINO.EXPEDITORS.COM/EXPD/OFFICELIST.NSF/VWCNTRY?O PENVIEW](http://DOMINO.EXPEDITORS.COM/EXPD/OFFICELIST.NSF/VWCNTRY?O PENVIEW). Attn: Gexpro Department

b. Heavy Weight Air Shipments:

Documents must be tendered to the Expeditors International origin office at the time of booking. A complete listing of Expeditors offices is located at the following web address:

[HTTP://DOMINO.EXPEDITORS.COM/EXPD/OFFICELIST.NSF/VWCNTRY?O PENVIEW](http://DOMINO.EXPEDITORS.COM/EXPD/OFFICELIST.NSF/VWCNTRY?O PENVIEW). Attn: Gexpro Department

29. Buyer's Customs Broker Contact Information:

Contact: Shawn Gilbert	Backup: Tammy Jones
Phone: 502-367-6700	Phone: 502-367-6700
Email: shawn.gilbert@expeditors.com	tammy.jones@expeditors.com
Primary fax: 502-367-0788	Backup fax: 502-367-0788

30. Requirements for Regulated Wood Packaging Materials:

Seller agrees and acknowledges that packaging made from regulated wood packaging materials (WPM), specifically: (I) the "Guidelines For Regulating Wood Packaging Materials In International Trade " (ISPM15), an international standard for phytosanitary measures adopted by the International Plant Protection Convention (IPPC), sanctioned under the World Trade Organization (WTO); and (ii) the U.S. department of Agriculture's Animal Plant Health Inspection Service (APHIS) final rule of WPM import requirements (69 fr 55719; 7 cfr 319.40-1 to 10). As a result of these regulations, all wood packaging material must be treated appropriately and marked under an official program developed under an official program developed and overseen by the National Plant Protection Organization (NPPO) in the country of export.

31. Additional Terms and Conditions (to be added to the commercial invoice):

Title of goods passes at Buyer's dock. The information contained in this document is the property of Buyer and is disclosed in confidence. It shall be returned upon request and shall not be used, except to render services to Buyer, disclosed to others, or reproduced without the express written consent of Buyer. If consent is given for any reproduction, this notice shall be provided thereon. The foregoing is subject to any rights that the U.S. government may have in such information. Use of the information in this document to manufacture products or to provide services other than for Buyer will be subject to negotiation of suitable terms and compensation to Buyer. Rent-free use of government owned facilities is not authorized in the performance of this order unless stated elsewhere in the body of the order. This purchase order is written in U.S. dollars. Foreign invoices against this purchase order will be converted to U.S. funds using the fixed conversion rate at the time of the transaction.

From time to time, at Buyer's request, Seller shall provide certificates to Buyer relating to any applicable legal requirements, in each case in form and substance satisfactory to Buyer. Without limiting the generality of the foregoing, Seller shall provide certificates of origin relating to products within the meaning of the rules of origin of the NAFTA preferential duty rules of origin, which will include a statement as to whether the goods in question were produced in the United States, Mexico or Canada, or if the country of origin or manufacturer is not NAFTA eligible, then a statement as to the country of origin or manufacture.
