



## **Off Shore Express FAQ's, shipping to Puerto Rico**

### **Q. How do I export to Puerto Rico?**

A. Puerto Rico is part of the U.S. Customs territory - i.e., no customs duties are assessed on products coming from the main land United States. There is, however, a 6.6 percent excise tax (sales tax) applied on products imported on to the island. This charge is collected from the consignee or charged to the shippers corporate account. A Shippers Export Declaration is required for shipments consisting of any single item that is valued over \$2,500. Even though shipments to Puerto Rico are not considered exports. The requirement is for statistical purposes. Products imported from outside the United States into Puerto Rico are subject to regular U.S. import taxes/regulations.

### **Q. How does my freight get to Puerto Rico?**

A. Off Shore Express moves all freight through one port located in Miami, FL. At this port, cargo is loaded into secure ocean containers and transported via sea to the Off Shore Express service center in San Juan, Puerto Rico. There, shipments are removed from the containers and inspected. Then an appointment is made with the customer and the product is delivered to the consignee's home..

### **Q. What paperwork do I need to prepare to ship to Puerto Rico?**

A. The primary documents for tendering Puerto Rico shipments to Off Shore Express are a straight bill of lading or a commercial invoice. Depending on the value of the shipment, an export declaration may also be required. This requirement is loosely enforced but to be safe it is a good idea to complete the form and place it in the packing slip with your bill of lading. This document is typically required only if the declared value of the goods exceeds \$2,500 per single item. You can download a copy of this form at the US Department of Commerce Census Bureau form 7525-V. The bill of lading should have the following information:

- Consignee's name, street address, P.O. Box (if available) and telephone number in Puerto Rico
- Commodity description, weight and cube
- Declared value
- Consignee's Puerto Rico excise tax number (where applicable for commercial delivery)
- Whether shipment charges are to be prepaid or collect

For answers to other questions you may have. Please feel free to call your shipping expert at Off Shore Express 248-896-5486.