

DOMESTIC · EXPORT · IMPORT

Shipping document checklist

Which document, from whom, when. Erguvan Kraft checks every document against the specification and the contract before it is issued; copies go by email on the shipment day, originals by courier or through the bank (L/C or D/P).

DOCUMENT	ISSUED BY	WHEN	DOMESTIC	EXPORT	IMPORT
Commercial invoice	Seller	At loading	✓	✓	✓
Packing list	Mill / seller	At loading	✓	✓	✓
Reel list (reel no., grade, grammage, width, diameter, net/gross kg)	Mill	At loading	✓	✓	—
Bale list	Supplier	At loading	—	—	✓
Certificate of analysis (CoA)	Mill laboratory	At loading	✓	✓	—
Delivery note (e-irsaliye)	Mill	At loading	✓	—	—
CMR (road)	Carrier	At loading	—	✓	—
Bill of lading (B/L)	Line / forwarder	On sailing	—	✓	✓
A.TR movement certificate (EU)	Exporter / customs broker	Customs clearance	—	✓	—
EUR.1 movement certificate (FTA countries) / certificate of origin (others)	Exporter / chamber	Customs clearance	—	✓	—
Annex VII (recovered paper)	Exporter, with buyer registration details	Before loading	—	—	✓
Pre-shipment inspection report	Survey company	At loading	—	—	on request
Loading photographs	Mill / supplier	At loading	—	✓	✓
Insurance certificate (CIF/CIP)	Seller	On sailing	—	✓	✓
FSC® / ISO certificates	Mill	With the offer	on request	on request	—

Control points

- Weights, reel/bale counts and container–seal numbers agree across invoice, packing list and B/L
- Grade and grammage on the CoA match the contract specification; test standards are stated
- The movement / origin document suits the destination regime: A.TR for the EU; EUR.1 or origin declaration for FTA countries (UK, EFTA, Egypt, Morocco, Tunisia, Israel); chamber-certified

certificate of origin elsewhere

- Buyer registration, waste code (B3020) and HS code on Annex VII are correct; the shipment follows Regulation (EU) 2024/1157 or retained (EC) 1013/2006 as applicable
- HS code and grammage agree (e.g. testliner $\leq 150 \text{ g/m}^2$: 4805.24; $> 150 \text{ g/m}^2$: 4805.25)