

## Outbound Pro-forma Shipping Invoice

Date:

### Consignor details

Name  
Address

Telephone  
Email

### Consignee details: UK Coloured Pencil Society

Name: c/o Art Moves of Chelsea  
Address: Chelsea Self Storage, Blantyre Street, London, SW10 0EQ

Telephone: +4420 7352 7492  
Email: artmoveschelsea@aol.com

Goods for SALE or RETURN (artwork for sale)\*

or

Goods for TEMPORARY EXHIBITION (artwork not for sale)\*

Artist Name	Title (Artwork)	Medium	Value £	Harmonised Code	CPC Code

Signature

Print Name

Date

\* delete where applicable

### **Pro forma Shipping Invoice Notes:**

1. Please enter your details (name/address etc) in the section **Consignor details**
2. Please choose and delete either, **Goods for Sale or Return** or **Goods for Temporary Exhibition** depending if your artwork is for sale or not.
3. Fill in artist details, title of work, medium and value (whether for sale or not)
4. The **Harmonised Code** and **CPC Code** are as follows:

#### **Harmonised Codes**

9701 100000	Paintings
9702 000090	Prints/Lithographs
9703 000000	Sculpture

#### **Customs procedure codes CPC**

5300D25	works of art, collectors' items and antiques for exhibition with a view to sale
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6. Please provide 3 copies of the forms, **1** to include in the pocket on the **outside** of the package, **1** for the courier company and **1** to be held for your records
7. For works being imported outside Europe, in addition to the pro-forma shipping invoice please fill in the Original Works of Art Statement for Duty Free (attached below).

### **Customs Declaration Form**

8. A Customs declaration form which your courier will provide must accompany your work. The customs value, needs to match on inbound and outbound documents.
9. If you want to insure for loss and/or damage, enter DECLARED VALUE otherwise leave blank.
10. Ensure the box entitled 'Bill taxes and duties to recipient' is **not** ticked.
11. Note that UK Coloured Pencil Society is the consignee and that **delivery is to**

**UK Coloured Pencil Society, c/o Art Moves of Chelsea, Chelsea Self Storage,  
Blantyre Street, London, SW10 0EQ**

**Works must be delivered between 4th and 9th October 2021**

**Original Works of Art Statement for Duty Free Entry**

I, \_\_\_\_\_, do hereby declare that I am the producer, seller, shipper or importer of certain works of art, namely \_\_\_\_\_ covered by the annexed invoice dated \_\_\_\_\_; that any sculptures or statuary included in that invoice are the original works or models or one of the first twelve castings, replicas, or reproductions made from the sculptor's original work or model; and that any etchings, engravings, woodcuts, lithographs, or prints made by other hand-transfer processes included in that invoice were printed by hand from hand-etched, hand-drawn, or hand-engraved plated, stones, or blocks.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_