



Streamline your international paperwork

Save time and money by using Electronic With Originals (EWO) for your international paperwork needs with FedEx Ship Manager™ at [fedex.com](https://www.fedex.com).



Reduce the risk of Customs delays with FedEx Ship Manager™ at fedex.com

What is FedEx® Electronic Trade Documents?

FedEx® Electronic Trade Documents (ETD) is an international⁽¹⁾ shipping solution that allows you to submit your signed Customs documents electronically so you no longer need to print multiple copies.

An option if paper documentation is still required

In India, paper copies are required for Customs clearance when you opt for ETD. Hence, we bring the option of Electronic With Originals (EWO) to provide seamless upload of the required documents for Customs clearance.

You would need to print and attach these documents. The number of copies required to be printed will be less than what you would need for a non-ETD or a non-EWO shipment.

Let's get started!

(1) Due to Customs restrictions or other regulatory requirements, Electronic Trade Documents is not available in all locations. Visit https://www.fedex.com/content/dam/fedex/us-united-states/services/Commercial_Invoice_Country_List.pdf for full country availability.





Benefits



Prepare your Customs documents electronically.



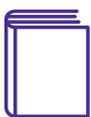
Simple and easy to use.



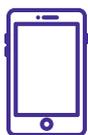
Reduced risk of Customs clearance delays.



Less paperwork is printed, saving time and money.



Minimized risk of lost, missing or damaged trade records.



We may notify you when your shipment is delayed in Customs clearance.



Quicker pick-up time due to simple process.

Features



Ship history

View and save your shipping history from the last 90 days.



Preferences

Display frequently used shipping information and more.



Address book

Store names and addresses and create recipient groups by location.



Pending shipments

Save your shipment details for use at a later date.



Process EWO shipments in seven easy steps to start shipping with FedEx Ship Manager™

Enable EWO

1. Click **Preferences** button on the top right corner of the page.

The screenshot shows the FedEx Ship Manager web interface. At the top, there is a navigation bar with the FedEx logo and menu items: Ship, Track, Manage My Account, Customs Tools, and Let Us Help You. Below this, the main header includes 'FedEx Ship Manager' and links for My Profile, Logout, and Help. A secondary navigation bar contains 'Ship', 'Ship History', 'My Lists', and 'Reports'. The main content area is titled 'Create a Shipment' and features a progress indicator with three steps: 1. Enter shipping information, 2. Enter product/commodity information, and 3. Print label(s) and documents. A note indicates that an asterisk denotes a required field. In the top right of this section, the 'Preferences' button is highlighted with a red box, next to a 'Clear all fields' link. Below this, there are sections for 'My Shipment Profiles' (with a 'Select' dropdown and a 'Ship' button), '4. Billing Details' (with 'Help' and 'Edit' links), 'Special Services (optional)' (with 'Help' and 'Edit' links), and '5. Pickup/Drop-off' (with 'Help' and 'Hide' links).

- Make sure you select **Enable Electronic Trade Documents** in order for you to create an ETD shipment online. Read the terms and conditions, and click **I Accept**.

If using FedEx generated documentation, it is also recommended to select

- Always print Commercial Invoice/Proforma Invoice on uploaded company letterhead.
- Always include uploaded signature on the applicable trade documents.

Customs Clearance Preferences [Help](#)

Always Create Commercial Invoice

Always print Commercial Invoice/Pro Forma Invoice on uploaded company letterhead [Upload](#)

Always include uploaded signature on the applicable customs documents [Upload](#)

Always print 0 additional reference copy(ies) of label

Always print 0 additional copy(ies) of customs documents

Enable Electronic Trade Documents (ETD) Note: does not apply to Return shipments

Always display additional customs documentation (Requires proper Harmonized code)

Always provide a duty and tax estimate (Requires proper Harmonized code)

Enable Document Profile Selection

Always display advisories

Document description Select

For Intra European Union shipments only :

[I don't want to create a Commercial Invoice or Pro forma invoice with FedEx Ship Manager at fedex.com](#)
(Not available for FedEx Express Freight Shipments)

- Click **Save changes**. This is a one-time setting.

- Enter all required information when required to send your shipment

- From and To
- Packaging & Shipment Details
- Billing Details
- Pick-Up or Drop-Off
- Shipment Notifications

FedEx Ship Manager

Create a Shipment

Enter shipping information (1) Enter product/commodity information (2) Print label(s) and documents (3)

* Denotes required field.

My Shipment Profiles [Help](#) [Hide](#)

My shipment profiles (formerly Fast Ship) Select [SHIP](#)

1. From [Help](#) [Edit](#)

John Smith, 36 Brook Lane, LEEDS, LS7 9LD, United Kingdom

2. To [Help](#) [Hide](#)

* Country/Location Select

Company Select or enter

* Contact name Select or enter

* Address 1

Address 2

* Postal code [Postal code information](#)

* City Select or enter

* Phone no. ext.

This is a residential address

Save new recipient in address book

3. Package & Shipment Details [Help](#) [Hide](#)

* Ship date 23/02/2016

* No. of packages 1

* Weight lbs

4. Billing Details [Help](#) [Edit](#)

Special Services (optional) [Help](#) [Edit](#)

Select additional services for your shipment.

5. Pickup/Drop-off [Help](#) [Hide](#)

Schedule a pickup

Drop off package at a FedEx location

Use an already scheduled pickup/Schedule a pickup later

Shipment Notifications (optional) [Help](#) [Edit](#)

Send an email to yourself, the recipient or others indicating the status of your shipment.

Rates & Transit Times (optional) [Help](#) [Hide](#)

Amounts are shown in UPL

Select	Service and Transit Time	Your Rate
<input type="checkbox"/>	Enter more information to get rates and transit times.	---

6. Complete your Shipment [Help](#)

Create a Shipment Profile to store recipient, package and all other details of this shipment for future use.

[Save for later](#) [SHIP](#)

5. Please select the relevant box when completing paperwork. For **Commercial Invoice** you can select
- Use my own
 - Attach from Document Preparation Center
 - Use FedEx generated

For any additional documentation, tick **Attach additional Trade Document(s)**.

8. Customs Documentation [Help](#) [Hide](#)

Trade documentation may be required for this shipment. Please select from the appropriate option(s) below.

Alert:
A Commercial Invoice/Pro Forma Invoice is required for this shipment. You may print the FedEx-generated CI for customs clearance.

Commercial Invoice

Select
 Use my own
 Attach from Document Preparation Center
 Use FedEx generated

Additional FedEx generated trade documents

Personalize FedEx generated customs documents

Use company letterhead on file [Edit](#)

Use company signature on file [Edit](#)

* Terms of sale: Free Carrier

Additional invoice information

The recipient is not the Importer of Record/Buyer

The originator is different from the shipper

6. Now that you have attached all the required documents and information, please double check if everything is correct, including selecting a pick-up if needed before clicking **Ship**.

10. Complete your Shipment [Help](#)

Alert:
Please review alert(s) provided on this page before continuing.

Create a **Shipment Profile** to store recipient, package and all other details of this shipment for future use.

[Save for later](#) [Ship](#)

7. Print your Air Waybill and make sure you save for future reference.

Prepare a shipment

1 Enter shipping information 2 Enter product/commodity information 3 Print label(s) and documents

Thank you for shipping with FedEx. Your tracking number: 775736695541

Label
 Commercial Invoice (Please print your trade document. 1 printed copies required)
 Receipt [View](#)

[Print](#) [Create return shipment](#) [Edit shipment](#) [Cancel shipment](#) [Repeat last](#) [Create new](#)
[Go to Global Trade Manager](#) [Schedule a Pickup](#)

TO: TEST
 TEST
 TEST
 TEST
 NEW YORK NY 10001
 (US)

SHIP DATE: 10/10/10
 C/O: SHIPMENT/100
 B/L: SENIOR

775736695541
 NM TSSA
 INTL PRIORITY
 EMO
 10001
 N.Y.S. EWR

10:30A
 FedEx



More information:

Contact your FedEx Sales Representative or Customer Service.

1800 209 6161 / 1800 22 6161