



FedEx China Export Customs Declaration Customer Guidance

To make your export Customs Declaration smoothly processed, please kindly provide the relevant information or submit necessary documents according to the category of the shipment.

*Note: This guidance is for reference only, and the export declaration required documents for each shipment is subject to the actual requirements by local Customs.

Document (Category A)

- Documents of no business value (except documents that are taxable according to laws, administrative regulations and relevant provisions of the State).
- For document shipment, customers only need to prepare the FedEx International Air Waybill.

Personal Effects (Category B)

- Items sent by China domestic shippers (natural person) for personal use (excluding unaccompanied baggage)
- The shipping requirements for personal effects in the General Customs Notice No. 43 of 2010 are as below:
 - A. Personal effects sent from/to Hong Kong SAR China, Macau SAR China and China Taiwan are limited to RMB 800 per shipment.
 - B. Personal effects sent from/to the other countries and regions are limited to RMB 1,000 per shipment.
 - C. Shipments exceeding the value limit should be returned to the origin, or the shipper should declare according to the local Customs requirements. If the shipment exceeds the value limit but only contains one inseparable item, the shipper can declare as Personal effects according to the local Customs requirements.

Personal effects that are exported via Guangzhou Baiyun Airport can be declared via the link: https://cms.mc-xborder.com/UploadOrderInfo_B_Export.aspx or you could click <https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-b-canip-export-declaration-instruction-zh-cn.pdf> for more instructions.

Personal effects that are exported via Shenzhen, Shanghai or Beijing Airports can be declared following the below instructions:

Required Document	Copy	Remark
FedEx International Air Waybill	1	Click http://www.fedex.com/cn/docs/ to see the template
Commercial Invoice	3	<ol style="list-style-type: none"> 1. Click http://www.fedex.com/cn/docs/ to see the template. 2. Please make sure the shipment description is complete and the declared value should not exceed the limit. 3. If there are multiple items, the invoice should list out the product name, amount and weight of each item.
Personal Effects Confirmation/The Power of Attorney for Entry and Exit Personal Effects Declaration	1	<p>(Only applicable to Customs declaration through Shanghai Pudong Airport, Capital International Airport or Shenzhen Bao'an Airport)</p> <p>Fill in the</p> <p>https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-b-pekip-export-declaration-confirmation-zh-cn.pdf</p> <p>https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-b-pvgip-export-declaration-entrustment-zh-cn.pdf</p> <p>https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-b-szxip-export-declaration-confirmation-zh-cn.pdf</p> <p>according to local customs requirements.</p>
Personal Effects Justification	2	<p>(Only applicable to Customs declaration through Shanghai Pudong Airport)</p> <p>Fill in the</p> <p>https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-b-pvgip-export-declaration-justification-zh-cn.pdf</p> <p>according to local customs requirements.</p>
Identity Card/Passport	2	<ol style="list-style-type: none"> 1. Shipper name on the Air Waybill and commercial invoice should be the same. 2. ID card (provided by Chinese citizens): original and photocopy on both sides. 3. Passport (provided by non-Chinese citizens): original and photocopy (photo page, passport number page, recent-entry stamp page and visa page).

Low-value Shipment (Category C)

- Low-value shipment definition:
- a. customs declare value is less than RMB 5,000
 - b. with reasonable quantity and weight; and
 - c. excluding licensing controls, export tax refund or export verification

Required Document	Copy	Remark
FedEx International Air Waybill	1	Click http://www.fedex.com/cn/docs/ to see the template
Commercial Invoice	3	Click http://www.fedex.com/cn/docs/ to see the template
Entrust Letter of Customs Declaration	3	(Only applicable to Customs declaration through Shanghai Pudong Airport or Capital International Airport) 1. If the shipper does not have the certificate to process import and export declaration, agency agreement and the letter of entrustment from an entity with the certificate to conduct import and export declaration should be provided. 2. Fill in the https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-c-pek-ip-exportdeclaration-entrustment-zh-cn.pdf or https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-c-pvg-ip-exportdeclaration-entrustment-zh-cn.pdf according to local Customs requirements.
Packing List	3	(Only applicable to Customs declaration through Guangzhou Baiyun Airport) Optional, suggest to provide; Fill in the https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-c-can-ip-exportdeclaration-packinglist-zh-cn.xlsx according to local Customs requirements.

High-value Shipments (Category D)

➤ High-value shipment definition :

- a. customs declare value is higher than RMB 5,000;
- b. customs declare value is less than RMB 5,000 but the quantity is over limit (out of 'Sample' scope); or
- c. The Customs or the shipper requests to process official declaration

*Note: Shipments with the weight over 90 KG which will be declared through Guangzhou Baiyun Airport should be processed under Category D requirements; Shipments with the weight over 99 KG which will be declared through Shenzhen Bao'an Airport should also be processed under Category D requirements.

Required Document	Copy	Remark
FedEx International AirWaybill	1	Click http://www.fedex.com/cn/docs/ to see the template
Commercial Invoice	3	Click http://www.fedex.com/cn/docs/ to see the template
Entrust Letter of Customs Declaration	3	(Only applicable to Customs declaration through Shanghai Pudong Airport or Capital International Airport) 1. If the shipper does not have the certificate to process import and export declaration, agency agreement and the letter of entrustment from an entity with the certificate to conduct import and export declaration should be provided. 2. Fill in the https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-pekip-exportdeclaration-entrustment-zh-cn.pdf https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-pvgip-exportdeclaration-entrustment-zh-cn.pdf according to local Customs requirements.
Electronic Entrust Letter of Customs Declaration	1	(Only applicable to Customs declaration through Guangzhou Baiyun Airport or Shenzhen Bao'an Airport) Click https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-canip-exportdeclaration-signinginstruction-zh-cn.pdf https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-szzip-exportdeclaration-signinginstruction-zh-cn.pdf for more guidance.
Packing List	3	Fill in the https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-canip-exportdeclaration-packinglist-zh-cn.xlsx

		https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-pekip-exportdeclaration-packinglist-zh-cn.pdf https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-pvgip-exportdeclaration-packinglist-zh-cn.pdf https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-szzip-exportdeclaration-packinglist-zh-cn.xlsx according to local Customs requirements.
Declaration Form/Declaration Data Confirmation	1	Fill in the https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-canip-exportdeclaration-customsform-zh-cn.xlsx https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-pekip-exportdeclaration-customsform-zh-cn.xlsx https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-pvgip-exportdeclaration-customsform-zh-cn.xlsx https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-szzip-exportdeclaration-confirmation-zh-cn.xlsx according to local Customs requirements.
Contract/Purchase Order	1	(Only applicable to Customs declaration through Guangzhou Baiyun Airport, Shenzhen Bao'an Airport or Capital International Airport)



联邦快递中国出口清关客户指南

为保证您的出口货件可以顺利清关放行，请根据货件类型提供相关资料。

(请注意，以下内容仅供参考，每票托运货物的清关要求以当地海关的实际要求为准)

文件类快件 (A 类)

- 无商业价值的文件、单证、票据和资料 (依照法律、行政法规以及国家有关规定应当予以征税的除外)
- 此类快件只需准备文件本身以及联邦快递国际运单，无需额外的清关资料。

个人物品类快件 (B 类)

- 境内寄件人 (自然人) 交寄的个人自用物品 (旅客分离运输行李物品除外)
- 海关总署公告 2010 年第 43 号对个人物品的要求如下：
 - A. 个人寄自或寄往港、澳、台地区的物品，每次限值为人民币 800 元。
 - B. 寄自或寄往其它国家和地区的物品，每次限值为人民币 1000 元。
 - C. 个人邮寄进出境物品超出规定限值的，应办理退运手续或者按照货物规定办理通关手续。但邮包内仅有一件物品且不可分割的，虽超出规定限值，经海关审核确属个人自用的，可以按照个人物品规定办理通关手续。

广州白云机场个人物品出口清关可通过以下链接进行申报：

https://cms.mc-xborder.com/UploadOrderInfo_B_Export.aspx 或点击

<https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-b-canip-export-declaration-instruction-zh-cn.pdf> 了解更多指引。

其他机场个人物品出口清关请参考以下指引：

文件	份数	注意事项
联邦快递国际运单	1	使用标准英文填写，填写示范可点击 http://www.fedex.com/cn/docs/
商业发票	3	<ol style="list-style-type: none"> 1. 使用标准英文填写，填写示范可点击 http://www.fedex.com/cn/docs/ 2. 必须包括一个完整的描述和价值，申报金额不超过个人物品最高限额 3. 如果有多项物品，发票需分项填写品名，件数，重量
个人物品确认函/个人物品出口申报委托书	1	<p>(仅适用于通过上海浦东机场,首都国际机场或深圳宝安机场海关办理报关)</p> <p>根据当地海关要求的模板填写:</p> <p>通过上海浦东机场海关办理报关：点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-b-pvgip-export-declaration-entrustment-zh-cn.pdf 下载模板；</p> <p>通过首都国际机场海关办理报关：点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-b-pek-ip-export-declaration-confirmation-zh-cn.pdf 下载模板；</p> <p>通过深圳宝安机场海关办理报关：点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-b-szxip-export-declaration-confirmation-zh-cn.pdf 下载模板。</p>
个人物品情况说明函	2	<p>(仅适用于通过上海浦东机场海关办理报关)</p> <p>根据当地海关要求的模板填写，模板下载可点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-b-pvgip-export-declaration-justification-zh-cn.pdf。</p>
身份证或护照	2	<ol style="list-style-type: none"> 1. 与运单和商业发票上的发件人一致 2. 身份证（中国公民提供）：原件及正反面复印件 3. 护照（外籍人士提供）：原件及复印件（照片页和证件号码页，最近入境签章页及签证页）

低值货物快件 (C类)

➤ 需要按照 C 类申报的情况：

海关申报价值低于人民币 5000 元，合理的数量重量，不涉证，不涉及出口退税或出口核销。

文件	份数	注意事项
联邦快递国际运单	1	使用标准英文填写，填写示范可点击 http://www.fedex.com/cn/docs/ 。
商业发票	3	使用标准英文填写，填写示范可点击 http://www.fedex.com/cn/docs/ 。
报关委托书	3	(仅适用于通过上海浦东机场或首都国际机场海关办理报关) 1. 若寄件人无进出口报关权， 需要提供代理协议以及有进出口经营权单位的报关委托书 2. 根据当地海关要求的模板填写： 通过上海浦东机场海关办理报关：点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-c-pvgip-exportdeclaration-entrustment-zh-cn.pdf 下载模板； 通过首都国际机场海关办理报关：点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-c-pekip-exportdeclaration-entrustment-zh-cn.pdf 下载模板。
装箱单	3	(仅适用于通过广州白云机场海关办理报关) 非必需，但建议客人提供；根据当地海关要求的模板填写，模板下载可点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-c-canip-exportdeclaration-packinglist-zh-cn.xlsx 。

正式申报类货物 (D类)

➤ 需要按照 D 类申报的情况：

海关申报价值在人民币 5000 元及以上，或价值低于人民币 5000 元但是数量多不属于样品范围，或海关要求快件转正式报关的，或客户直接要求做正式报关的。

(注：如通过广州白云机场海关办理报关，要求货物重量在 90 公斤及以上的，需做正式申报；如通过深圳宝安机场海关办理报关，要求货物重量在 99 公斤及以上的，需做正式申报)

文件	份数	注意事项
联邦快递国际运单	1	使用标准英文填写，填写示范可点击 http://www.fedex.com/cn/docs/ 。
商业发票	3	使用标准英文填写，填写示范可点击 http://www.fedex.com/cn/docs/ 。
报关委托书	3	(仅适用于通过上海浦东机场或首都国际机场海关办理报关) 1. 若寄件人无进出口报关权，需要提供代理协议以及有进出口经营权单位的报关委托书 2. 根据当地海关要求的模板填写： 通过上海浦东机场海关办理报关：点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-pvgip-exportdeclaration-entrustment-zh-cn.pdf 下载模板； 通过首都国际机场海关办理报关：点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-pek-ip-exportdeclaration-entrustment-zh-cn.pdf 下载模板。
电子报关委托书	1	(仅适用于通过广州白云机场或深圳宝安机场海关办理报关) 通过广州白云机场海关办理报关可点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-canip-exportdeclaration-signinginstruction-zh-cn.pdf ，查看更多关于电子报关委托书的指引； 通过深圳宝安机场海关办理报关可点击 https://www.fedex.com/content/dam/fedex/apac-

		asia-pacific/downloads/fedex-cat-d-szxi-exportdeclaration-signinginstruction-zh-cn.pdf , 查看更多关于电子报关委托书的指引。
装箱单	3	<p>根据当地海关要求的模板填写：</p> <p>通过上海浦东机场海关办理报关：点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-pvgip-exportdeclaration-packinglist-zh-cn.pdf 下载模板；</p> <p>通过首都国际机场海关办理报关：点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-pek-ip-exportdeclaration-packinglist-zh-cn.pdf 下载模板；</p> <p>通过广州白云机场海关办理报关：点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-can-ip-exportdeclaration-packinglist-zh-cn.xlsx 下载模板；</p> <p>通过深圳宝安机场海关办理报关：点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-szxi-exportdeclaration-packinglist-zh-cn.xlsx 下载模板；</p>
报关单/申报要素确认函	1	<p>根据当地海关要求的模板填写：</p> <p>通过上海浦东机场海关办理报关：点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-pvgip-exportdeclaration-customsform-zh-cn.xlsx 下载模板；</p> <p>通过首都国际机场海关办理报关：点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-pek-ip-exportdeclaration-customsform-zh-cn.xlsx 下载模板；</p> <p>通过广州白云机场海关办理报关：点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-can-ip-exportdeclaration-customsform-zh-cn.xlsx 下载模板；</p> <p>通过深圳宝安机场海关办理报关：点击 https://www.fedex.com/content/dam/fedex/apac-asia-pacific/downloads/fedex-cat-d-szxi-exportdeclaration-confirmation-zh-cn.xlsx 下载模板；</p>
买卖合同或订单	1	<p>(仅适用于通过深圳宝安机场、首都国际机场或广州白云机场海关办理报关)</p>