



Shipping samples internationally can be easy and hassle-free if the appropriate paperwork accompanies your shipment. It is highly recommended that all international samples be sent to the laboratory via a trackable shipping service such as UPS, FedEx or DHL. Do not send samples collect as the laboratory will refuse any shipment with freight due.

Including Material Data Safety Sheets will facilitate Customs processing by verifying the transportation and handling restrictions of the fluid being shipped. Liquids with a closed cup flash point of greater than 37°C are not considered flammable, so used oil, diesel fuel and coolant can be shipped next day without restrictions.

The required shipping documents will depend on the details of your shipment but the most commonly required documents for shipping internationally are the:

- International Air Waybill
- Commercial Invoice (3 copies are recommended and should include a declared value of \$1 for used oil and diesel fuel samples)
- Certificate of Origin (depends on item being shipped and destination)
- Shipper's Export Declaration (SED)
- NAFTA Certificate of Origin (for Mexico and Canada only)

To avoid Customs problems, consider the following:

- Confirm that your shipment can be sent via the shipping service you've selected (all will have instructions and guidelines available through their websites)
- Confirm that your packaging meets the shipper's requirements
- In completing all necessary paperwork, be sure to provide consistent, complete and legible information
- Include the appropriate contact information for both the sender and the consignee
- Estimate duties and taxes as accurately as possible

Purchasing sample bottles locally significantly reduces costs as shipping empty bottles by air can be quite expensive. Bottle size will vary depending on the fluid being tested but most routine tests require 120ml (3oz.) of sample. Signing up for a HORIZON™ account enables you to print your own jar labels and retrieve your results electronically in one of four languages — English, Spanish, French or Dutch. To facilitate foreign language communication and accommodate time zones differences contact POLARIS Customer Service at [custserv@polarislabs.com](mailto:custserv@polarislabs.com) or by fax at 317-808-3751.