

# Go to USPS.com

## Under International select Complete Customs Form

The screenshot shows the USPS.com website interface. At the top, there's a navigation bar with 'English', 'Customer Service', 'My USPS', and 'Register / Sign In'. Below this is a search bar with the placeholder text 'Search or Enter a Tracking Number'. The main navigation bar includes 'Quick Tools', 'Mail & Ship', 'Track & Manage', 'Postal Store', 'Business', 'International', and 'Help'. The 'International' menu is open, displaying options: 'Print & Ship International', 'Calculate International Prices', 'International Services', 'Preparing International Shipments', 'Complete Customs Forms' (highlighted with an orange arrow), 'Military & Diplomatic Mail', 'Send Money Abroad', and 'Passports'. A 'Buy Now' button is visible below the menu. The background features a large image of a red and gold 'LUNAR NEW YEAR' postage stamp with a rooster. At the bottom, there's a 'CLICK-N-SHIP® Print a Label Now' button and a 'POPULAR LINKS' section with links to 'Prices', 'Passports', 'PO Boxes™', 'File a Claim', and 'USPS Newsroom'. The Windows taskbar at the very bottom shows various application icons and the system clock.

English Customer Service My USPS Register / Sign In

USPS.COM

Search or Enter a Tracking Number

Quick Tools Mail & Ship Track & Manage Postal Store Business International Help

Tracking  
Add a Tracking Number  
My USPS  
Find USPS Locations  
Buy Stamps  
Schedule a Pickup  
Calculate a Price  
Look Up a ZIP Code™  
Hold Mail  
Change My Address

Print & Ship International  
Calculate International Prices  
International Services  
Preparing International Shipments  
Complete Customs Forms  
Military & Diplomatic Mail  
Send Money Abroad  
Passports

Buy Now

CLICK-N-SHIP®  
Print a Label Now

POPULAR LINKS: Prices | Passports | PO Boxes™ | File a Claim | USPS Newsroom

al/customs-forms.htm

Monday 13 1234 5678 Chattanooga

49¢

Desktop

If you would like to create an account to pay postage online click ship now under complete customs form otherwise click create form.

English Customer Service My USPS Register / Sign In

USPS.COM

Search or Enter a Tracking Number

Quick Tools Mail & Ship Track & Manage Postal Store Business International Help


Print & Ship International  
Calculate International Prices  
International Mail Services  
Preparing International Shipments  
**Complete Customs Forms**  
Military & Diplomatic Mail  
Send Money Abroad  
Passports

## Complete Customs Forms

**Find the Right Form**

You often need a customs form to ship overseas. The form you need depends on the service you're using and the value of your shipment. Use Click-N-Ship® or our online customs form tool to guide you through the process.

**Ship Now**



## Just Need a Customs Form?

If you didn't complete your customs form using Click-N-Ship or you're using an international service that doesn't give you that option, use our online tool to fill out the correct customs form.

**Create Forms**

**What You'll Need**

- Recipient address
- Package weight
- Package value
- Shipping service
- Contents' value
- Contents' weight

W Desktop

# Fill out sender and recipient information Select the destination

USPS® - Customs Form - Mozilla Firefox

Edit View History Bookmarks Tools Help

Inbox (1) - mailingservices@macalester.e... Outlook Web App USPS.com® -- Customs Forms USPS® - Customs Form

https://cns.usps.com/go/ShippingInformationAction\_input

Most Visited Macalester College S 1600grand Campus Directory Macalester Webfile Macalester e-mail Outlook Web App Paychex Time and La...

Quick Tools Ship a Package Send Mail Manage Your Mail Shop Business Solutions

## Customs Form

\*indicates a required field

Enter Package Information Choose a Service Customs Information Review and Print

### Sender Information

**\*First and Last Name and/or Company Name**

First Name M.I. Last Name

Company Name

**\*Street Address**

Apt / Suite / Other

**\*City**

**\*State** **\*ZIP Code™**

**\*Phone Number**

Reference Number (if applicable) ⓘ

### Recipient Information

If you're shipping to an APO/FPO/DPO or a territory of the United States, please select "United States" in the the destination dropdown.

**\*Select a Destination**

Select

**\*First and Last Name and/or Company Name**

First Name M.I. Last Name

Company Name

☐ Ship to P.O. Box

**\*Address 1**

Address 2

Address 3

Start USPS® - Customs ... 2012 2 Microsoft Office ... Student\_Employment... Publication1 - Microso... self evaluation

# Enter the weight of the package and value Click select service

Customs Form - Mozilla Firefox

View History Bookmarks Tools Help

mailingservices@macalester.e... Outlook Web App USPS.com@ -- Customs Forms USPS@ - Customs Form

https://cns.usps.com/go/ShippingInformationAction\_input

Macalester College 1600grand Campus Directory Macalester Webfile Macalester e-mail Outlook Web App Paychex Time and La...

\*State  \*ZIP Code™

\*Phone Number

Reference Number (if applicable)

Address 2

Address 3

\*City

Province  Postal Code

Email / Phone Number / Fax Number

**Enter package details**

\* Enter Weight  lbs  oz \* Enter Package Value  \$

Please read our privacy policy

**Privacy Act Statement:** Your information will be used to satisfy reporting requirements for customs purposes. Collection is authorized by 39 U.S.C. 404, and 407; 13 U.S.C. 301-307; and 50 U.S.C. 1702. Providing the information is voluntary, but if not provided, we may not process your transaction. We do not release your information to third parties without your consent, except as required by law.

**Next: Select a Service**

LEGAL  
Privacy Policy >  
Terms of Use >

OH USPS.COM  
Government Services >  
Buy Stamps & Ship >

OH ABOUT.USPS.COM  
About USPS Home >  
Newsroom >

OTHER USPS SITES  
Business Customer Gateway >  
Dental Insurance >

USPS@ - Customs ... 2012 2 Microsoft Office ... Student\_Employment... Publication1 - Microso... self evaluation



# Select express mail, priority mail, or first class international

Customs Form - Mozilla Firefox

View History Bookmarks Tools Help

form - mailingservices@macalest... Outlook Web App USPS.com@ - Customs Forms USPS@ - Customs Form Director

ps://cns.usps.com/go/CustomsServicePostageOptionsAction!input.action?form.labelId=GemVKgJ6Oe9EAqMR4nJ%252F4A%253D%253D&form.packageId=YATnQBh1gDehHdIb7nwjHA%253D%253D

Macalester College 1600grand Campus Directory Macalester Webfile Macalester e-mail Outlook Web App Paychex Time and La...

Quick Tools Ship a Package Send Mail Manage Your Mail Shop Bus

## Customs Form

\*Indicates a required field

[Back to Customs Form® Home](#)

Enter Package Information Choose a Service Customs Information Review

### Select a service

Price based on shipping a 2 lb. 4 oz. package (valued at \$20.00) from **USA** to **SPAIN** on **01/10/2013**.  
Prices for each service are shown, but payment will not be collected until you complete your shipment at the Post Office.


**Express Mail International®**  
Delivery Time: Varies


**Priority Mail International®**  
Delivery Time: Varies


**First-Class Mail International®**  
Delivery Time: Varies


**Did You Know?**  
You can save up to 10% by shipping online. We'll print your form and a postage-paid label for you.


[Get Started ?](#)


**Flat Rate Window Envelope**  
10" x 5"  
  
Post Office Price: \$16.95


**Priority Mail® International Service**  
(Choose your own box)  
  
Post Office Price: \$42.70


**Flat Rate Envelope**  
12-1/2" x 9-1/2"  
  
Post Office Price: \$16.95

**Gift Card Envelope**  
10" x 7"  
  
Post Office Price: \$16.95

**Small Flat Rate Envelope**  
10" x 6"  
  
Post Office Price: \$16.95

**Legal Flat Rate Envelope**  
15" x 9-1/2"  
  
Post Office Price: \$16.95

**Padded Flat Rate Envelope**  
9-1/2" x 12-1/2"  
  
Post Office Price: \$16.95

**Large Flat Rate Envelope**  
12" x 12" x 5-1/2"  
  
Post Office Price: \$16.95

USPS® - Customs ... 2012 2 Microsoft Office ... Student\_Employment... Publication1 - Microso... self evaluation

Select what type of package  
(this page was for first class-  
priority and express will be  
similar)

USPS® - Customs Form - Mozilla Firefox

File Edit View History Bookmarks Tools Help

customs form - mailingservices@macalest... Outlook Web App USPS.com® -- Customs Forms USPS® - Customs Form Directory - Mac

https://cns.usps.com/go/CustomsServicePostageOptionsAction?input.action?form.labelId=GemVKgJ6Oe9EAgMR4nJ%252F4A%253D%253D&form.packageId=YATnQBh1gDehHdIb7nwjHA%253D%253D

Most Visited Macalester College 1600grand Campus Directory Macalester Webfile Macalester e-mail Outlook Web App Paychex Time and La...

### Select a Service

Price based on shipping a 2 lb. 4 oz. package (valued at \$20.00) from ZIP Code™ 55105 to **SPAIN** on **01/10/2013**.


Prices for each service are shown, but payment will not be collected until you complete your shipment at the Post Office.

**Express Mail International®**  
Delivery Time: Varies

**Priority Mail International®**  
Delivery Time: Varies


**First-Class Mail International®**  
Delivery Time: Varies

**First-Class Mail International® Package**  
(Choose your own box)



Post Office Price: \$19.45

**First-Class Mail International® Large Envelope**  
(Choose your own envelope)



Post Office Price: \$18.20

[Back](#) [Next: Enter Customs Form](#)

**LEGAL**

- [Privacy Policy >](#)
- [Terms of Use >](#)
- [FOIA >](#)
- [No FEAR Act EEO Data >](#)

**ON USPS.COM**

- [Government Services >](#)
- [Buy Stamps & Shop >](#)
- [Print a Label with Postage >](#)
- [Customer Service >](#)
- [Site Index >](#)

**ON ABOUT.USPS.COM**

- [About USPS Home >](#)
- [Newsroom >](#)
- [Mail Service Updates >](#)
- [Forms & Publications >](#)
- [Careers >](#)

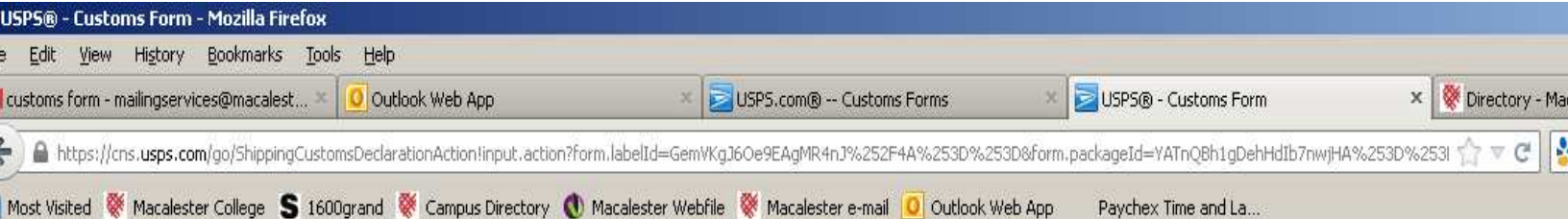
**OTHER USPS SITES**

- [Business Customer Gateway >](#)
- [Postal Inspectors >](#)
- [Inspector General >](#)
- [Postal Explorer >](#)

Copyright© 2013 USPS. All Rights Reserved.

Start USPS® - Customs ... 2012 2 Microsoft Office ... Student\_Employment... Publication1 - Microso... self evaluation

# Enter package information (the basic contents)




[Back to Customs Form@ Home](#)

**Enter Package Information** | Choose a Service | Customs Information | Review and P...

## Enter package information

Provide as much information as possible and any relevant information about the contents of your shipment.



**\*Contents**  
Note: If your mail contains a dangerous good, including any item with a flammable, explosive, or toxic substance, you must use the Dangerous Goods Declaration form.

**Documents**

**Contents Description** ⓘ

**Comments** ⓘ

**Reference Number (if applicable)** ⓘ

**Enter item information**

Please provide information about item(s) you are shipping. Select "Add Item" to declare another item in your package.

**\*Detailed Description** ⓘ

**For commercial senders only.**  
**HS Tariff Number** ⓘ

**Country of Origin** ⓘ  
**Select One**

Enter each item, its value and its weight.  
If you have multiple items click **“add item”** after completing each. Select country of origin

NOTE: the total weight and value will add up on the right each time you select add item, make sure the totals match with your initial weight and value.

Firefox

Outlook Web App

USPS.com -- Customs Forms

USPS® - Customs Form

Directory - Macalester College

Cáceres 10002

Must add at least 1 item to your package.

### Enter item information

Please provide information about item(s) you are shipping. Select "Add Item" to declare another item in your package.

\*Detailed Description

\*Item Value

\$

\*Quantity

\*Weight

lbs oz

For commercial importers only.

HS Tariff Number

Country of Origin

Select One

Combined Value

\$0.00

Combined Weight

0 lb 0 oz.

ADD ITEM(S)

### Choose an AES Exemption

International packages within certain categories, accepted by the Postal Service or any delivery company, must display an AES Exemption.

Choose an AES Exemption

\*AES Exemption

Select One

### Restrictions & Prohibitions

PROHIBITIONS:  
Arms; ammunition; weapons; parts and components of weapons; and other related equipment. Coins; banknotes; currency notes (paper money); traveler's checks; securities payable to bearer; platinum, gold or silver, manufactured or not; precious stones; jewelry; and other valuable articles except in insured Priority Mail International parcels. Foodstuffs containing alcohol in any amount. Flammable liquids. Live plants and animals.

Back

Next: Review and Print



# Chose an exemption most will be the top one

[“NOEEI 30.37\(a\)” for shipments when the value of each class of goods](#) is \$2,500 or less. Mailers cannot apply this exemption to shipments that require an export license or to shipments to countries identified as terrorist-supporting countries in the Export Administration Regulations (currently, Cuba, Iran, North Korea, Sudan, and Syria).

[“NOEEI 30.36” for shipments to Canada that do not require an export](#) license.

[“NOEEI 30.37\(h\)” for shipments of gift parcels and humanitarian](#) donations as defined in 15 CFR § 740.12. This exemption may apply only to qualifying shipments to certain terrorist-supporting countries identified in [524.21c](#) (currently, Cuba, North Korea, and Sudan). In addition, the mailer must endorse the item with the marking “GIFT — Export License Not Required” on the address side of the package. The mailer must also write “GFT” in the same block as the AES Exemption on the applicable required customs declaration, as described in [527](#). The mailer must also complete all other blocks of the customs declaration form — including the “Detailed description of contents.”

## Then click review and print

Customs Form - Mozilla Firefox

File View History Bookmarks Tools Help

USPS.com - Customs Forms

USPS.com - Customs Form

Directory - Macalester College

Macalester College

1600grand

Campus Directory

Macalester Webfile

Macalester e-mail

Outlook Web App

Paychex Time and La...

Must add at least 1 item up to 4 items.

### Enter item information

Please provide information about item(s) you are shipping. Select "Add Item" to declare another item in your package.

\*Detailed Description ⓘ

Book

\*Item Value

\$ 20

\*Quantity

1

\*Weight ⓘ

2 lbs 4 oz

For commercial senders only.

HS Tariff Number ⓘ

Country of Origin ⓘ

Select One

Combined Value

\$ 20.00

Combined Weight

2 lbs. 4 oz.

ADD ITEM(S)

### Choose an AES Exemption

International packages within certain categories, accepted by the Postal Service or any delivery company, must display an AES Exemption.

Select One

NOEEI 30.37(a)

NOEEI 30.37(h)

### Restrictions & Prohibitions

PROHIBITIONS:

Arms; ammunition; weapons; parts and components of weapons; and other related equipment. Coins; banknotes; currency notes (paper money); traveler's checks; securities payable to bearer; platinum, gold or silver, manufactured or not; precious stones; jewelry; and other valuable articles except in insured Priority Mail International parcels. Foodstuffs containing alcohol in any amount. Human remains. Live plants and animals.

Back

Next: Review and Print

Check information to see if correct  
You may go back if needed  
Make sure you are connected to a printer then  
Click print customs form

USPS® - Customs Form - Mozilla Firefox

File Edit View History Bookmarks Tools Help

customs form - mailingservices@macalest... Outlook Web App USPS.com® - Customs Forms USPS® - Customs Form Directory - Macalester College

https://cns.usps.com/go/CustomsReviewPrintAction?input.action?form.labelId=GenVkg36Oe9EAghR4n7%252F4A%253D%253D&form.packageId=YATnQ8h1gDehHdb7nwjHA%253D%253D Cáceres 10002

Most Visited Macalester College 1600grand Campus Directory Macalester Webfile Macalester e-mail Outlook Web App Paychex Time and La...

Quick Tools Ship a Package Send Mail Manage Your Mail Shop Business Solutions

**Customs Form**  
\*Indicates a required field

[Back to Customs Form Home](#)

**Form 2976 Summary**

Please confirm the information you have entered. If you would like to edit your information, then click the appropriate "Edit" link to make your changes. Otherwise, click on the "Print Customs Form" button to create your completed Customs Form.  
[Customs Instructions](#)

**Sender Information**  
  
[Edit](#)

**Recipient Information**  
  
[Edit](#)

**Package Information**  
Value: \$20.00  
Weight: 2lbs 4oz  
[Edit](#)

**Customs Information**  
Form: 2976  
Contents: **Gifts**  
AES/ITN Exemption: **NOEEI 30.37(a)**  
[Edit](#)

Items You Have Added

[Customs Instructions](#)

**Package Information**  
Value: \$20.00  
Weight: 2lbs 4oz  
[Edit](#)

**Customs Information**  
Form: 2976  
Contents: **Gifts**  
AES/ITN Exemption: **NOEEI 30.37(a)**  
[Edit](#)

**Items You Have Added** [Restrictions and Prohibitions](#)

ITEM #	DESCRIPTION	QUANTITY	VALUE	WEIGHT	HS TARIFF #	COUNTRY OF ORIGIN	ACTION
1	Book	1	\$20.00	2 lbs 4 ozs			<a href="#">Edit</a>

Total Package Value: \$20.00  
Total Package Weight: 2 lbs 4 ozs

[Back](#) [Print Customs Form](#)

LEGAL

[Privacy Policy](#) >  
[Terms of Use](#) >

ON USPS.COM

[Government Services](#) >  
[Buy Stamps & Shop](#) >

ON ABOUT.USPS.COM

[About USPS Home](#) >  
[Newsroom](#) >

OTHER USPS SITES

[Business Customer Gateway](#) >  
[Postal Inspection Service](#) >

If after clicking “print” and this screen does not come up you may have to upgrade your version of adobe reader at

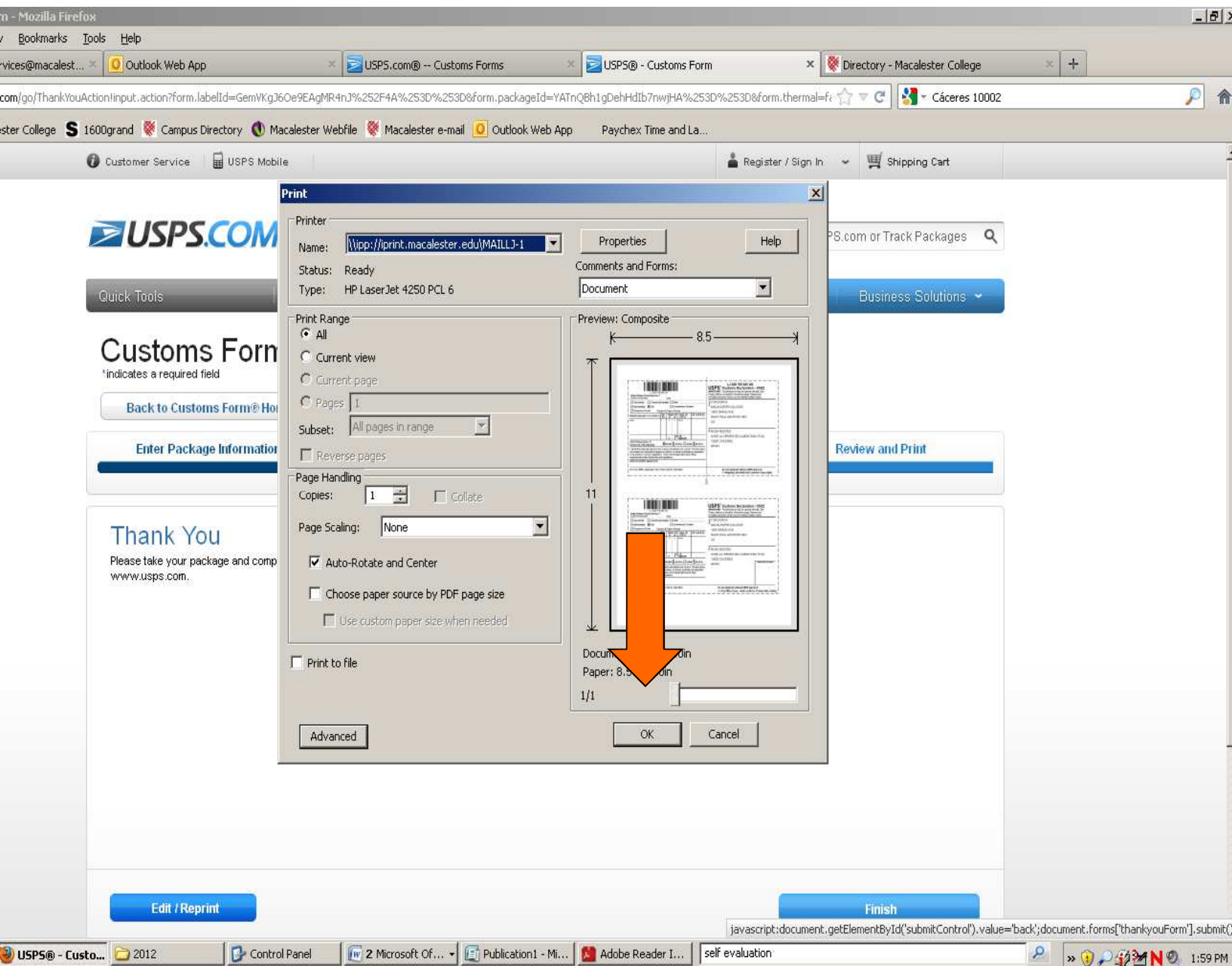
<http://get.adobe.com/reader/>

## DO NOT CLOSE THIS WINDOW

If the print screen doesn't come up, you can click “edit and reprint” on the lower left then get your updated Adobe Reader.

Otherwise you will have to enter all of the information again

## Click ok on the print screen



# Click finish

# Bring all copies to the post office with your package for mailing.

The screenshot shows a web browser window with the title "USPS® - Customs Form - Mozilla Firefox". The address bar displays a URL from "cns.usps.com". The page content includes a "Quick Tools" bar with links like "Ship a Package", "Send Mail", and "Manage Your Mail". Below this is the "Customs Form" section with a progress bar showing four steps: "Enter Package Information", "Choose a Service", "Customs Information", and "Review and Print". The "Review and Print" step is currently active. The main content area says "Thank You" and provides instructions to take the package and form to a Retail Associate. At the bottom of this area, there are two buttons: "Edit / Reprint" and "Finish". A large orange arrow points directly to the "Finish" button. The footer contains links for "LEGAL", "ON USPS.COM", "ON ABOUT.USPS.COM", and "OTHER USPS SITES". The Windows taskbar at the bottom shows the Start button and several open applications, including the USPS form, a directory, and various office software.