

# DR. FISCHER

## FINEART AUCTIONS

### Quick Reference Guide for sending your work of art to us from Non-EU countries:

#### **BEFORE SENDING:**

If you have property you wish to sell, our team of specialists can easily provide you with gratis auction estimates and will counsel you which items will be suitable for our auctions. Before sending your items to us, please provide us detailed information and a list of all objects you would like to consign.

#### **PACKING:**

Please reassure yourself that the items will be packed well. Dr. Fischer Kunstauktionen is not liable for any transport damages. Please attach a packing list for every parcel with an overview of all items in the parcel.

#### **SHIPPING:**

To avoid unnecessary delays at customs we strongly recommend you to ship with one of the following companies:

1. Postal service of your country
  - \* Airmail
  - \* International Value
  - \* maximum insurance (if available)
2. FedEx
  - \* International Priority
  - \* maximum insurance (500 US Dollar)

#### **REQUIRED DOCUMENTS:**

1. Commercial invoice which must contain:
  - \* correct name of the shipper (name, street, ZIP, City, State, Country)
  - \* Shipper's phone number
  - \* total number of parcels
  - \* total weight of parcels
  - \* Purpose of shipment: „Import for Auction - Einfuhr zur Versteigerung“
  - \* Incoterm „CIP“
  - \* detailed description of item(s) with HRS Code (Harmonized custom code):
    - 9706 0000 - Antiques, older than 100 years
    - OR -
    - 9703 0000 - Original Work of art
  - \* Value of the items
  - \* Date and signature

We propose to use the **commercial invoice template** attached. You may fill it in on your PC and print it out for custom purpose.

**Please note that the commercial invoice template only is a tool to help you preparing your exportation. It is not a legally binding document! Dr. Fischer Fineart Auctions is not liable for using this commercial invoice. The sender is responsible for the exportation *and* shipment!**

#### 2. Export Papers:

According to your country's custom regulations, you may need additional papers for exportation. Please contact your local custom office for further information.

#### **AFTER SENDING:**

Please send us the tracking number of the parcel(s), the packing list and a copy of the commercial invoice via Fax to +49-7131-1555720 or send the information via email to [info@auctions-fischer.de](mailto:info@auctions-fischer.de).

#### **COSTS AND FEES:**

We reserve to charge handling fees according to our expense. The expense depends on the number and value of the items.

#### **V.A.T.:**

Objects which were imported with "admission temporaire" from non-EU-countries will be sold with extra billed V.A.T. These objects will be marked with a \* (asterisk) in the catalogue. This means that there will be no import taxes for the unsold items for a time period of one year. After this deadline all items have to be either sold or sent back to the consignor.

#### **RETURN OF OBJECTS**

If the item fails to sell it will be sent back within the deadline of one year. Our Shipping Department can help you arrange to have your property delivered back to you, if necessary. As the consignor, you are responsible for packing, shipping and insurance charges.

# COMMERCIAL INVOICE / Handelsrechnung

Shipper / Exporter (Name / Street / Zip / State / Country)

	?

<i>Shipper's tax number (if available)</i>	<i>Shipper's phone number</i>	<i>Shipper's email (opt.)</i>
?	?	?

<p><i>Importer:</i></p> <p><b>Heilbronner Auktionshaus Dr. Jürgen Fischer GmbH &amp; Co. KG Trappenseeschlösschen D-74074 Heilbronn GERMANY</b></p>	<p><i>Importer's phone number</i> +49 - 7131 - 15557 0</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;"><i>Importer's Custom No.</i> DE4923391</td> <td style="width: 50%;"><i>Importer's VAT-No.</i> DE251014179</td> </tr> <tr> <td></td> <td style="text-align: right;"><i>Total number of parcels</i></td> </tr> </table>	<i>Importer's Custom No.</i> DE4923391	<i>Importer's VAT-No.</i> DE251014179		<i>Total number of parcels</i>
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<p><i>Purpose of shipment:</i></p> <p><b>Import for Auction Einfuhr zur Versteigerung</b></p>	<p><i>INCOTERM:</i></p> <p><b>CIP</b></p>	<p><i>Total weight (kgs)</i></p>
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<i>Country of manufacture</i>	<i>Full description of items</i>	<i>HRS Code</i>	<i>QTY</i>	<i>Unit Value EUR</i>	<i>Total EUR</i>

I DECLARE ALL THE INFORMATION CONTAINED IN THIS INVOICE IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

<i>Total overall EUR</i>	
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*Date:*

*Name: (please print)*

*SIGNATURE:*