



Guide to International Shipping

Examples of Items Controlled for Export

- Certain metals and other materials
- Computers, Software, and Data
- Biological Materials
- Electronic Components
- Cameras
- Protective Clothing
- Breathing Apparatus
- Chemicals
- Airplane Components
- Telecommunications Equipment
- GPS Equipment
- Lasers
- Recording Devices
- Optical Devices
- Robots
- Unmanned Vehicles
- Parts or accessories of any controlled items

Office of Export Controls

Website: <http://export.virginia.edu>

Phone: 434-982-1539

E-mail: export-controls@virginia.edu

Address: Carruthers Hall, 1001 N. Emmet Street, Charlottesville, VA 22904-4200



Assuring Compliance

The US government maintains a robust export control system. It is designed to keep dangerous items out of the wrong hands and enforce trade sanctions. Although most items do not require a license to export, some do; and many licensable items are surprisingly common or innocuous. This is because the government controls items and technology that can be used for military purposes, even if they are not inherently dangerous. In fact, the number and variety of items that shippers may need a license to ship is very large. There are exceptions to the rules that govern exports so applying for an export license may not be necessary, although the OEC will apply for an export license if one is required.

Exporters are legally obligated to ascertain the export regulations applicable to their shipments and the repercussions for non-compliance can be severe. Information regarding the export control status of a particular item may be difficult to determine. UVA community members who are shipping internationally to support University activities are encouraged to contact the OEC for an export assessment.

IMPORTANT POINTS TO CONSIDER WHEN SHIPPING INTERNATIONALLY

- All documents produced in conjunction with an international shipment must be 100% accurate. Even small discrepancies can lead to large fines, confiscations, and delays.
- Overseas shipments with a value of over \$2500 may need to be reported to the government. The Office of Export Controls can save your office money and ensure compliance by evaluating high value shipments and performing export declarations if necessary.
- Foreign countries employ strict regulations on what they will allow to be imported. Sometimes items that would be considered harmless in the United States are restricted by other countries.
- Temporary imports into other countries must be declared as such, or large duty and tax charges may be levied by foreign customs agencies. An ATA Carnet may be the most cost effective way to ship high value items overseas that are to return to the US within a year.
- All parties to a shipment should be screened to ensure they are not on any US government restricted or denied party lists.
- Even though a shipping company is moving the package to its ultimate destination, UVA is ultimately responsible for all compliance issues.
- Only the Office of Export Controls may apply for export licenses or other authorizations required for university exports.

USEFUL SHIPPING LINKS

[OEC International Shipping Page](#)

[International Traffic in Arms Regulations \(ITAR\)](#)

[Export Administration Regulations](#)

[FedEx Global Trade Manager \(Requires Login\)](#)

[UPS International Tools](#)

[Export Control Reform](#)

[Schedule B Search](#)

[FedEx Clinical Sample Shipping Guide](#)

[Export.gov—Common Export Documents](#)

[Anti-Boycott Compliance](#)

[Foreign Corrupt Practices Act](#)

[Shipping Hazardous Materials](#)

[Airschott — UVA's Contracted Freight Forwarder](#)

[Export.gov—The International Logistics System](#)

[Export Law Blog](#)

