

INTERNATIONAL SHIPPING

A Basic, One-Sheet Primer on Export Control Information **YOU** Need to Know

Federal laws restrict the transfer of goods and technology to persons and entities outside the United States. These export control laws and regulations have several purposes: to restrict exports of goods and technology that could contribute to the military potential of U.S. international adversaries; to prevent proliferation of weapons of mass destruction; to advance U.S. foreign policy goals; and to protect the U.S. economy and promote trade goals.

- Shipment of controlled physical items, such as computers, scientific equipment, chemical or biological materials, electronics, cameras, and GPS equipment may require an export license before they can be legally shipped from the U.S. to a foreign country.
- Shipment of technical information such as manuals, blueprints, diagrams, and unpublished research results may also be controlled the items (1) if not already in the public domain; or (2) if the information may not be freely published.
- Country sanctions and trade embargoes may restrict payments or providing anything of value to nationals of sanctioned countries and to specific foreign entities and individuals.

Penalties for Violators Are SEVERE! Export control laws provide for criminal sentences for individuals of up to 10 years in prison and up to \$1 Million fines and civil fines of up to \$500,000. Before **YOU** sign any international shipping forms, make sure that the items being shipped do not require a license and the recipient is not in a sanctioned country or on a restricted party list.

BEFORE YOU SHIP - REQUIRED INFORMATION

- 1) **A complete description of the item(s) to be shipped. Depending on the item, characteristics may include brand, model number, software version, quantity, material properties, electrical properties, dimensions, concentration, etc.**
- 2) **Cash value of the item(s) to be shipped.**
- 3) **Complete name and address of the foreign individual and/or entity the item(s) is being shipped to.**
- 4) **A brief statement describing what the items will be used for, whether the items may be forwarded to other countries, or if the item will be returned to the U.S. within the next 12 months.**

SPARCS provides export license determination services and assistance in obtaining an export license if one is required. For items that are not export controlled, clearance to ship takes only a few minutes. If an item is controlled for export, **license applications require 30-90 days to obtain approval from the government. DO NOT wait until the last minute! It is unlawful to export controlled items before obtaining a required license.**

Complete the online Export License Determination Request that may be found at <http://www.ncsu.edu/sparcs/export/index.html>. A copy of the form is on the reverse.

Learn More. All NCSU faculty and support personnel should review the Export Controls information found on the SPARCS web page at <http://www.ncsu.edu/sparcs/export/index.html>.

Get Help. Contact Richard Best, Compliance Officer in SPARCS, at 515-0158 or at Export.Controls@ncsu.edu for more information.

Important Note: The purpose of this handout is to increase awareness of federal laws and regulations, including 15 CFR Parts 730-774 and 22 CFR Parts 120-130. The information provided is not complete and should not be considered legal advice. It is the responsibility of each individual to comply with existing laws and export control regulations.