**INTERNATIONAL SHIPPING**

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

Federal laws regulate the transfer of goods and technology to persons and entities outside the United States. These export control laws have several purposes: to regulate exports of military and dual use (having both civilian and military applications) goods and technology; 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- Shipment of **technical information** such as manuals, blueprints, diagrams, and unpublished research results may be controlled IF the items (1) are not already in the public domain; or (2) if the information may not be freely published.

- **Sanctions** and trade embargoes may restrict payments or shipments 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**

SPARCS provides export license determination services and assistance in obtaining export licenses if required. For items that are not export controlled, clearance to ship takes only a few minutes. To request an export license determination use the SPARCS **EXPORT CONTROL DETERMINATION REQUEST**.

The export license determination requires the following 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 recipient.

4) A brief description of how the items will be used, 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.

**DO NOT WAIT** until the last minute! It is unlawful to export controlled items before obtaining a required license. Export licenses require Federal Government approval and may require 30-90 days to obtain approval.

**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](http://www.ncsu.edu/sparcs/export/index.html).

**Get Help.** Contact Daniel Vick, Export Compliance Administrator at 919-515-5695 or Daniel_Vick@ncsu.edu for assistance.