

Required Shipping Documents

- Commercial Invoice
- Packing List
- Kohl's Document Checklist (KDC)
- Certificate of Compliance (COC)

When Applicable:

- First Sale Invoice/TVW
- Invoice Continuation Sheet (India Export Rebate Program)
- Partnering Government Agency (PGA):
 - Lacey Act (PPQ Form 505)
 - USDA Permits
 - Certificates: Phytosanitary, TSCA, Organic, etc.
 - Fish & Wildlife (Genus/Species/Farmed or Wild) provide details on the commercial invoice

Commercial Invoice Requirements

- Invoice number and Date
- Payment Terms (L/C, Wire, etc.) and Terms of Sale
- Exporter/Seller Name and Address
- Purchase Order Number
- Consignee Name and Address (Kohl's)
- Style Number/sku number - Must match the purchase order
- Manufacturer Name and Address
- Clear description of the item fabrication (=100%) i.e 60% cotton 40% poly knit dress ●
- Notify Party (Broker)
 - Quantities in the weights and measures
 - Shipping information (Vessel or Flight)
 - Currency and values in U.S. Dollars - Must match what is on the purchase order ●
- Country of Origin (where the item was made)
 - Weight (**Gross Weight** - all packaging, **Net Weight** - item w/per piece packaging, hanger/plastic, etc., and **Net Net Weight** - item without packaging)
- Destination
- Hanger details - only adult metal swivel hook hangers - Must match OnePLM ●
- Container information
 - Security tag detail, if applicable
 - **Sets : If shipping sets provide the below within the invoice or on a separate cost/weight breakdown sheet.**
 - List each part of the set separately. (ex: pant and top) *This is not needed for assortments*
 - Each item must include the cost and weight breakdown per piece, total quantity,

total invoice value and total weights.

Packing List Requirements

- Invoice number and Date
- Purchase Order Number
- Exporter/Seller Name and Address
- Style Number - Must match what is on the purchase order
- Consignee Name and Address (Kohl's)
- Clear description of the item with the fabrication (=100%)
- Notify Party (Broker)
- Quantities per Purchase Order
- Shipping Information (Vessel or Flight)
- Total number of Cartons and Total number of Pieces per Carton
- Country of Origin (where the item was made)
- Quantities in the weights and measures
- Destination
- Weight (Gross, Weight, Net Weight, and Net Net Weight)
- Container Number(s)
- Carton Dimensions: Applicable carton dimensions listing the unit of measure must be included
- Terms of Sale
- Summary by Purchase Order: List summary by Purchase Order, Style, Color, and Size. Also include Total by Color, Net Net Weight, Net Weight and Gross Weight. ● **Sets : If shipping sets provide the below within the invoice or on a separate cost/weight breakdown sheet.**
 - List each part of the set separately. (ex: pant and top) *This is not needed for assortments*
 - Each item must include the cost and weight breakdown per piece, total quantity, total invoice value and total weights.