

# Shipping Label's

We've given you options to customise Nexae generated labels, helping contribute towards your brands image and shipping needs.

## Standard Label

Our standard shipping label consists of the following features compiled onto a **6x4"** printed label. Please see below for an example.

- **Company Logo:** You can choose whether this is printed on your label. This can be uploaded under Company Info. If the label shows a black square instead of your logo, this is because photoshop files are not supported. If you choose not to display your logo then it will be replaced by your default Nexae ID.
- **CN22:** If you have processes in place to produce accurate CN22's, turn this off to avoid confusion of multiple custom declarations. **We recommend using our integrated CN22 to reduce labelling.**
- **Return Address:** This will only be printed for UK consignments - international carriers may reject shipments without localised return addresses. If your parcel is un-deliverable, our carriers will add to our returns, and we'll then return to you.
- **Commercial Invoice:** if selected, a commercial invoice corresponding to the shipment will be appended to the label.

# A4 Packing List

The A4 packing list label includes both the standard shipping label (6x4") and the customer invoice on the same sheet of A4. In order to use this label format you require paper with single integrated labels at **105mm deep x 160mm wide**. The label is positioned **30mm** from the left and **9mm** from the bottom of the page.

**MHI** **Service Level**

Recipient Name

Company Logo: You can choose whether this is printed on your label. This can be uploaded under Address 1 or House Number Address 2. If you choose not to display your logo then it will be replaced by your default Nexae ID.

CN22: If you have processes in place to produce accurate CN22's, turn this off to avoid confusion of multiple State / Provinces. **We recommend using our integrated CN22 to reduce labelling.**

Postal Address Code: This will only be printed for UK consignments - international carriers may reject shipments with un-localised return addresses. If your parcel is un-deliverable, our carriers will add to our returns, and we'll then return to you.

Commercial Invoice: if selected, a commercial invoice corresponding to the shipment will be appended to the label.

Header Image: A 40px high image can be added to the header. this could be used for promotional purposes as long as it conforms with our Terms & Conditions

**CUSTOMS DECLARATION - CN22**  
May be opened officially

Gift  Commercial Sample  Documents  Other

Description	Origin	Tariff	Weight (kg)	Value
				Total Weight (in KG): 0
				Total Value (GBP): 0.00

I, the undersigned, whose name and address are given on the item, certify that the particulars given on this declaration are correct and this item does not contain any dangerous article or articles prohibited by legislation or by postal or customs regulations.

Date and sender's signature: 2020-03-13


Supplied Barcode

Address 2  
 City  
 State / Provenance  
 Postal / Zip Code  
 Country

Order Number: SuppliedBarcode  
 Order Ref: Your Reference  
 Despatch Date: 18/05/2022

Qty	Product Sku	Name
1	SKU123456	Item 1
2	SKU123457	Item 2

SuppliedBarcode



**mbi** **mbi** **Service Level**

Recipient Name  
 Company  
 Address 1 + House Number  
 Address 2  
 City  
 State / Provenance  
 Postal / Zip Code  
 Country

**CN22 CUSTOMS DECLARATION**  
 May be required externally

Code	Change	Repacked Goods																								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>Quantity</th> <th>Value</th> </tr> <tr> <td>Item 1</td> <td>0.1</td> </tr> <tr> <td>Item 2</td> <td>0.1</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>0.2</b></td> </tr> </table>	Quantity	Value	Item 1	0.1	Item 2	0.1	<b>TOTAL</b>	<b>0.2</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>Quantity</th> <th>Value</th> </tr> <tr> <td>Item 1</td> <td>0.1</td> </tr> <tr> <td>Item 2</td> <td>0.1</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>0.2</b></td> </tr> </table>	Quantity	Value	Item 1	0.1	Item 2	0.1	<b>TOTAL</b>	<b>0.2</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>Quantity</th> <th>Value</th> </tr> <tr> <td>Item 1</td> <td>0.1</td> </tr> <tr> <td>Item 2</td> <td>0.1</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>0.2</b></td> </tr> </table>	Quantity	Value	Item 1	0.1	Item 2	0.1	<b>TOTAL</b>	<b>0.2</b>
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For completion, please return this form to the point of sale, with the goods and the original copy of the invoice. The original copy of the invoice must be submitted to the relevant authority. The original copy of the invoice must be submitted to the relevant authority.

2022-05-18 20:00  
 Signature: \_\_\_\_\_  
 Stamp: \_\_\_\_\_

Revision #5

Created Tue, May 12, 2020 1:32 PM by Luke Turnbull

Updated Fri, May 20, 2022 1:12 PM by Admin