What Are You Shipping?

- **Export Licenses** – Does the item require an export license before shipping?
  - For example, military/spaceflight equipment, select agents, high-powered computer equipment, some electronics and some lasers require licenses.
  - Do you have a copy of that license?
  - Are the license # and export control statement on the shipping paperwork?

- **Shipping Paperwork** – See export control shipping instructions at:
  - [https://kb.wisc.edu/gsadminkb/page.php?id=35043](https://kb.wisc.edu/gsadminkb/page.php?id=35043)
  - Hand-carrying in your luggage is the same as shipping an item in a box

To Whom Are you Shipping It?

- **Restricted Parties** – Is the person/organization on a U.S. gov’t restricted party list?
  - Contact the Export Control Office for assistance

- **Distributors** – Is the consignee a distributor?
  - Distributors are likely not the end-user
  - Check w/ person shipping the item

Where Are You Shipping It?

- **E:1 Countries**
  - Cuba, Iran, North Korea, Sudan, Syria
  - Shipments to these countries may be very restricted.
    - Some shipments are not allowed; some require export licenses.

- **OFAC Embargoed / ITAR Prohibited Countries**
  - Afghanistan, Balkans, Belarus, Burma, Central African Republic, China, Cote d'Ivoire, Congo, Cuba, Cyprus, Eritrea, Fiji, Haiti, Iran, Iraq, Lebanon, Liberia, Libya, N. Korea, Somalia, S. Sudan-related, Sri Lanka, Sudan, Syria, Ukraine-related (Russia), Venezuela, Vietnam, Yemen-related, Zimbabwe

  - Always check w/ the Export Control Office before shipping to any of these countries.

- **Transships** (via countries)
  - Always account for countries through which a shipment may pass to its final destination.
  - For example, the item is being shipped through Belarus to get to Russia.
  - United Arab Emirates or Turkey may not be the final destination.

Shipping Assessments

- **Plan Ahead** – Shipping assessments to determine if a license is needed can take from hours to weeks.

- **NEVER** ship an item before you receive its license.

- **Non-Compliances** can result in fines and jail time.