What to enter for Customs Descriptions

Apparel & Textile Accessories:

- Gender (LDS or MENS)
- KNIT or WOVEN
  - If knit garment is fleeced, add to the description
  - If garment is of coated polyurethane fabric, specify knit or woven backing of coated fabric and include fiber contents. (i.e., LDS WOVEN JACKET 100% POLYESTER COATED WITH POLYURETHANE)
- Item Type
  - Must use the word "TROUSERS" not "PANTS"
  - If garment is a coat or jacket, list weight per garment in kgs
  - If garment is woven dress or blouse, specify if 2 or more yarns are used in the warp filing
- Fiber contents (including weight % of fibers)

Example #1: LDS KNIT BLOUSE 100% POLYESTER
Example #2: MENS WOVEN SCARF 100% COTTON

Bags & Wallets:

- Item type (i.e., handbag, wallet, suitcase, tote, travel bag, etc.)
- Material content (with % breakouts)
- Dimension Length + Width + Height in CM

Example 1: HANDBAG 100% COTTON WITH LEATHER TRIM 25 cm length, 20 cm width, 5 cm
Example 2: TOTE BAG 100% LEATHER

Beauty/Cosmetic Products:

- Item Type
- Form of the actual product (i.e., cream, gel, liquid, oil, etc.)
- Type of container product is sold in & what it is made of (i.e., glass bottle, plastic tube, etc.)
- Net quantity of product in each unit
- Contains alcohol, or no?

Example #1: PERFUME IN GLASS BOTTLE; CONTAINS ALCOHOL, 10 GRAMS
Example #2: HAND LOTION IN PLASTIC TUBE; DOES NOT CONTAIN ALCOHOL; 30 GRAMS
Example #3: FACE SERUM, OIL; IN GLASS BOTTLE; DOES NOT CONTAIN ALCOHOL; 3 OZ

Belts:

- Item type
- Material content (including weight % of fibers) for the INSIDE (hugs the waist) and OUTSIDE of the belt

What to enter for Customs Descriptions

> ➤ If TEXTILE: KNIT OR WOVEN

Example1: BELT 100% LEATHER INSIDE AND 100% POLYESTER KNIT OUTSIDE

Example 2: BELT 100% POLYURETHANE INSIDE, 50% COTTON 50% POLYESER WOVEN OUTSIDE BELT

Books:

> ➤ HARDCOVER or PAPERBACK
> ➤ Number # of pages

Example: HARDCOVER BOOK WITH 350 PAGES

Curtains/Window Panels:

> ➤ Item type
> ➤ KNIT OR WOVEN
> ➤ Material content (including weight % of fibers)
> ➤ Dimensions in CM or M2

Example: WINDOW CURTAINS WOVEN 100% COTTON 18cm x 33cm

Electronic Accessories:

> ➤ Item type
> ➤ Material content
> ➤ Number of speakers (if applicable)
> ➤ Whether it emits radio frequency
> ➤ Whether it includes any batteries, or not

Example: PLASTIC FM RADIO BLUETOOTH SPEAKER; WITH 2 SPEAKERS, BATTERY NOT INCLUDED

Food/Beverages:

> ➤ Item Type
> ➤ Ingredients List

Furniture:

> ➤ Item Type (i.e., chair, sofa, table, etc.)
> ➤ Material content (including weight %)
> ➤ If made of wood, include type of wood
> ➤ Upholstered or NOT upholstered (for chairs and sofas only)
> ➤ For indoor or outdoor use

What to enter for Customs Descriptions

Example: UPHOLSTERED INDOOR CHAIR WITH MANGO WOOD FRAME

Greeting Cards:

➢ Item Type (i.e., paper greeting cards)
➢ If includes greetings, messages, or announcements on front or inside.

Example 1: PAPER GREETING CARDS WITH WRITTEN MESSAGE ON FRONT OR INSIDE
Example 2: PAPER GREETING CARDS, WITH NO MESSAGE ON FRONT OR INSIDE

Hair Accessories:

➢ Item Type (i.e., headband, barrette, comb, etc.)
➢ Material content (with % breakouts)
➢ If textile is included, include whether knit or woven

Example 1: PLASTIC HEADBAND COVERED IN WOVEN POLYESTER FABRIC
Example 2: BASE METAL BARRETTE WITH ACRYLIC DECORATION

Hats:

➢ Item Type (i.e., hat, visor, beret, etc.)
➢ KNIT OR WOVEN
➢ Material content (including weight % of fibers)
➢ If made of straw, include whether sewed or not sewed

Example #1: WOVEN HAT 100% COTTON
Example #2: VISOR 100% POLYURETHANE

Jewelry

➢ Item Type (i.e., bracelet, necklace, ring, etc.)
➢ Material content (with % breakouts)
   • Specify if item is made of precious metal (plated or clad), precious stones, semi-precious stones, pearl, genuine shell, horn, or bone.
      o If pearl list whether it is *imitation glass pearl*, *imitation plastic pearl*, *natural pearl*, or *cultured pearl*.
   • If made of textile, please specify if KNIT or WOVEN
➢ Weight in grams

Example #1: EARRINGS BASE METAL

What to enter for Customs Descriptions

Kitchenware:

- ➢ Item Type (i.e., serving tray, pitcher, soup bowl, etc.)
- ➢ Material content (plastic, glass, stainless steel, etc.)
- ➢ If drinking glass, has stem or stemless
- ➢ If it has etched/engraved glass
- ➢ For plates, include diameter in cm
- ➢ Indicate whether it is food/drink safe
- ➢ Include whether it comes in a set
- ➢ If made of any amount of wood, include type of wood

Example 1: GLASS STEM DRINKING GLASS, ENGRAVED, FOOD SAFE

Example 2: SET OF FOUR 100% STONEWARE MUGS, FOOD SAFE

Example 3: STAINLESS STEEL COCKTAIL SHAKER, FOODSAFE

Lighting:

- ➢ Item Type (i.e., chandelier, table lamp, wall sconce, etc.)
- ➢ Material content (iron, rattan, plastic, etc.)
- ➢ Indicate if no wires are included
- ➢ If lightbulb is included, advise if bulb is LED
- ➢ Include whether socket is for LED bulbs only
- ➢ If made of any amount of wood, include type of wood

Example 1: IRON TABLE LAMP

Example 2: MANGO WOOD FLOOR LAMP WITH LED ONLY SOCKET

Mirrors:

- ➢ Item Type
- ➢ Framed or unframed
- ➢ Material of backing
- ➢ If it includes LED lights add to description
- ➢ If it is meant to hang over the door add to description
- ➢ If made of any amount of wood, include type of wood
- ➢ Reflective surface dimensions in cm2

What to enter for Customs Descriptions

Example: FRAMED MIRROR WITH MDF BACK, 950 CM2

Pillows:

- Item Type
- Fiber contents (including weight %)
- Include front material and back material
- Type of fill (i.e., polyester fill, down, faux feathers)

Example 1: PILLOW 100% COTTON WOVEN PILLOW WITH 100% POLYESTER FILL

Example 2: PILLOW 100% COTTON FRONT AND 100% POLYESTER BACK WITH 100% POLYESTER FILL

Rugs:

- Item Type
- KNIT OR WOVEN
- Material content (including weight %)
- Tufted or NOT tufted. If tufted, include if hand tufted or machine tufted.
- Knotted or NOT knotted
- Pile construction or non-pile construction
- Dimensions Length X Width in CM or M2
- If rug has tiles, surface area of the tiles

Example: RUG WOVEN 100% COTTON, NON-PILE CONSTRUCTION, NOT TUFTED, 100 CM x 100 CM

Shoes:

- Gender (LDS or MENS)
- Item Type (i.e., boot, slipper, sneaker)
- Content of upper
- Content of outsole
- Include whether outsole is flocked with textile flocking or not flocked
- Include whether open toe, open heel, or slip on
- Covers ankle, covers calf, or DOES NOT cover ankle
- Is the vamp made of straps? Or is one of several pieces cut out? – If vamp has straps or cut outs, is the sole & heel combined have a height of more than 3 cm?

Example #1: LDS SANDAL, POLYESTER UPPER, RUBBER OUTSOLE; DOES NOT COVER ANKLE
Example #2: LDS HEELS, LEATHER UPPER, RUBBER OUTSOLE; DOES NOT COVER ANKLE, HAS VAMP CUT OUTS WITH HEEL GREATER THAN 3 CM
Example #3: MENS BOOTS, LEATHER UPPER, RUBBER OUTSOLE; COVERS ANKLE AND CALF

What to enter for Customs Descriptions

Stationary:

➢ Item Type (i.e., diaries, journals, notebooks, note pads, composition books, binders & folders)
  o Stationary Kits, list each item that is included
➢ Dimensions of composition books and notebooks

Example #1: LEATHER COVER NOTEBOOK WITH UNLINED PAPER, 6 INCHES X 8.5 INCHES

Example #2: PAPER JOURNAL

Sunglasses & Readers:

➢ Item Type (i.e., sunglasses, prismatic readers, non-prismatic readers)
➢ Material of lens

Example: BASE METAL SUNGLASSES WITH PLASTIC LENS

Textile Home Products:

➢ Item Type
➢ KNIT or WOVEN
➢ Material content (including weight % of fibers)
➢ Printed or not printed
➢ If bedding, include if quilted or not quilted, embellished, or not embellished, and embroidered or not embroidered
➢ If filled, include what it's filled with (i.e., animal feathers, faux feathers, down, polyester, etc.)

Example #1: 100% COTTON WOVEN TABLECLOTH
Example #2: 100% COTTON WOVEN DUVET, NOT QUILTED, NOT PRINTED

Toys & Novelty Items:

➢ Item Type
➢ Material content
➢ For stuffed toys, indicate if "plush-covered"
➢ If made of any amount of wood, include type of wood

Example: POLYESTER STUFFED ANIMAL TOY

Umbrellas:

➢ Item Type (i.e., handheld or garden)
➢ Material content

What to enter for Customs Descriptions

➢ Telescoping shaft or non-telescoping shaft
➢ If made of any amount of wood, include type of wood

Example: HANDHELD UMBRELLA WITH TELESCOPING SHAFT

Wall Art:

➢ Item Type
➢ Material content
➢ Whether image is printed or embroidered
➢ Framed or not framed
➢ If made of any amount of wood, include type of wood

Example: PRINTED MANGO WOOD WALL ART WITH OAK WOOD FRAME

Wall Hangings:

➢ Item Type
➢ Material content
➢ Framed or not framed
➢ If made of any amount of wood, include type of wood
➢ If made of textile, include whether knit or woven

Example: 100% COTTON WOVEN WALL HANGING

Wallpaper:

➢ Item Type
➢ Coated or non-coated with plastic

Example: WALLPAPER 100% COATED PLASTIC

Watches & Clocks:

➢ Item Type (wristwatch, alarm clock, wall clock, clock with watch movements, etc.)
➢ Electrically operated or not
➢ Display type (Mechanical Display or Opto-Electronic Display or both)
➢ Whether it has stopwatch capabilities or not

Example #1: ALARM CLOCK, BATTERY OPERATED
Example #2: WRISTWATCH, ELECTRICALLY OPERATED WITH MECHANICAL DISPLAY ONLY, DOES NOT HAVE STOPWATCH

What to enter for Customs Descriptions

Miscellaneous:

**If your product is not listed above…
please indicate material contents, intended use & item description**

Please contact customsdescriptions@urbn.com if you have any questions on what to enter for your product.