

外销员外贸外语辅导：报关单上常会出现的英文单词和缩写
外销员考试 PDF转换可能丢失图片或格式，建议阅读原文
https://www.100test.com/kao_ti2020/645/2021_2022__E5_A4_96_E9_94_80_E5_91_98_E5_c28_645136.htm 一、单证

(Documents) 进出口业务涉及的单证总的包括三大类：1、金融单证（信用证、汇票、支票和本票）2、商业单证（发票、装箱单、运输单据、保险单等）3、用于政府管制的单证（许可证、原产地证明、商检证等）
declaration form 报关单
Three steps declaration, examination of goods and release of goods, are taken by the Customs to exercise control over general import and export goods. 海关对进出境货物的监管一般经过申报、查验和放行三个环节。
the person in charge of the declaration invoice 发票
ocean bill of lading 提单
air waybill 空运提单
packing list 或 packing specification (装箱单)
shipping order (装货单)
letter of credit (L/C) (信用证)
insurance policy (保险单)
sales confirmation 售货确认书
contract (合同)

(commodity, quantity, unit price, total amount, country of origin and manufacturer, packing, shipping mark, date of shipment, port of shipment, port of destination, insurance, payment, shipment, shipping advice, guarantee of quality, claims, force majeure, late delivery and penalty, arbitration)
certificate (commodity inspection certificate 商检证
animal or plant quarantine certificate 动植物检疫证
certificate of origin 原产地证
二、报关英语常用词汇
import 进口
export 出口
import and export business (enterprise entitled to do import and export business)
export drawback 出口退税
import and export goods, All import and export goods shall be subject to

Customs examination) cargo (bulk cargo, cargo in bulk, air cargo, sea cargo, bonded cargo, cargo-owner What cargo is inside the container? The cargo is now released.) Commodity (commodity inspection) merchandise 泛指商品，不特指某一商品 article (smuggled goods and articles, inward and outward goods and articles) luggage 行李物品 postal items 邮递物品 You don't have to pay duty on personal belongings, but the other one is subject to duty. means of transport (conveyance) 运输工具 (vessel, aircraft, train, vehicle): All inward and outward means of transport shall be subject to Customs control on arriving in or departing from the Customs territory. packing (bag 袋, bale 包, bottle, coil 圈, case, crate 板条箱, dozen, package 件: total packages 合计件数, piece, roll, set, unit 辆, 台, 单位, drum 桶, carton 纸箱, wooden cases 木箱, pallet 托盘, container, in bulk) weight 重量 gross weight 毛重 net weight 净重 tare 皮重 quantity 数量: The minimum quantity of an order for the goods is 500 cases. description of goods 货名 name and specifications of commodity 品名及规格 type 类型 mode (term) of trade 贸易方式 name of trading country 贸易国 date of importation 进口日期 value 价值 total value of the contract commercial value, duty-paying value The duty-paying value of an import item shall be its normal CIF price and the duty-paying value of an export item shall be its FOB price, minus the export duty. The duty-paying value of an inward or outward article shall be fixed by the Customs. price 价格 unit price 单价 total price 总价 total amount 总价 consignor 发货人 consignee 收货人 While the examination is being carried out, the consignee of the import goods or the

consignor of the export goods shall be present and responsible for moving the goods, opening and restoring the packing Declaration of import goods shall be made to the Customs by the consignee within 14 days of the declaration of the arrival of the means of transport. declaration of export goods shall be made by the consignor 24 hours prior to the loading unless otherwise approved by the Customs. 进口货物的收货人应当自运输工具申报进境之日起14日内，出口货物的发货人除海关特准的外应当在货物运抵海关监管区后装货的24小时以前，向海关申报。 shipper 托运人 n carrier 承运人 (a person or business that carries goods or passengers from one place to another for payment) notify party 通知方 时间 : 2009-01-05 07:00 文字选择 : 大中小 agent 代理人 : shipping agent 装运代理人, 发货代理人 insurance agent 保险代理人 Declaration of inward and outward articles and payment of duties on them may be made either by the owner or by a person the owner has entrusted to act as his agent. agency 代理: China Ocean Shipping Agency 中国外轮代理公司 shipment 装船, 交运 shipment documents 运输单据 date of shipment 装船日期, 装运期 combined transport shipment port to port shipment We ' ll try our best to advance shipment to September. freight freight charges 运费 air freight charge 航空运费 freight rates 运费率 extras 杂费 payment terms of payment 付款方式 immediate payment 即期付款 Payment by L/C is a favorable method of payment because the exporter has bank ' s promise to pay for the goods shipped. We usually accept payment by irrevocable L/C payable against shipping documents. 我们采用不可撤消的信用证, 凭装运单据结汇付款方式。 port

港口 port of dispatch 发货港 port of departure 始发港 port of loading 装货港 port of shipment 装货港 , 起运地 port of delivery 交货港 port of destination 目的港 port of discharge 卸货港 port of entry 进口港 port of transshipment 转运港 currency 货币 commodity code 商品编码 country of origin and manufacturers 原产国及生产商 terms and conditions 条件 Marks, Marking, Mks, Marks 后注买方的名称和地址) Messrs. 是 Mr. 的复数 as per 根据 时间 : 2009-01-05 07:00 文字选择 : 大中小 via. 经 , 由 per (1) for each, for every: 50 cents per yard (2) through, by: shipment per steamer 三、缩写语 CIF (cost, insurance and freight) 到岸价格 Camp. Nos.: 麦头和编号 Containern No. 集装箱号 CTNS=Cartonsn MAWB (Master Air Waybill) 航空总运单n HAWB (House Airn Waybill) 分运单 place of REIPT 收货地n ss:(steam ship) 船名n Ex. Rate 汇率n n MW (measurement weight) 体积或重量 H.S Code 协调税则税目号n Your Ref. (Referencen Number) 贵公司编号 Modes of payment: 1. 汇付 TT (telegraphic transfer) 电汇n n MT (mail transfer) 信汇 DD (demand draft) 票汇n 2 . 托收 DP (documents againstn payments) 付款交单 DA (documents against acceptance) 承兑交单n 3 . LC (letter of credit) 信用证 mt. (metric ton) 公吨n lb. (pound) 磅n n g. (gram) 克 kg. (kilogram) 公斤n l. (litre) 升n cm. (centimetre) 厘米n n m. (metre) 米 yd. (yard) 码n ft. (foot, feet) 尺n sq.m (square metre) 平方米n n cu.m (cubic metre) 立方米 四、常见货币名称 Australia 澳大利亚 Brazil 巴西 England 英国 Canada 加拿大 Denmark 丹麦 Germany 德国 Dutch (Netherlands) 荷兰 Korea 韩国 France 法国 Hong Kong 香港 Italy 意大利 Macao 澳门

Norway挪威Sweden瑞典 Switzerland(Swiss)瑞士 欢迎进入
：2010年外销员课程免费试听 点击进入免费体验：百考试题
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