FFG BAGS

Product sample shipment checklist

Finished bags and prototypes sent to FFG Bags Vietnam for review or modification

1 PREPARE EACH SAMPLE

- [ ] Write SAMPLE clearly on a visible part of the bag itself.
- [ ] Remove or cover the brand logo where practical.
- [ ] If the bag still looks saleable, open stitching in a visible area (preferred, so it can be repaired) or make a small, clearly visible cut.
- [ ] Photograph the whole bag and a close view of its marking or alteration.

2 COMPLETE THE INVOICE

- [ ] List every bag or prototype separately, with description, material, approximate size, quantity, brand and actual country of manufacture.
- [ ] Enter a reasonable USD customs value for each item, carton count, gross weight, sender details, invoice number and date.
- [ ] State: Non-commercial samples for product review or modification; no sale; value for customs purposes only.

3 GET FFG CONFIRMATION

- [ ] Email the draft invoice and sample photos to logistics01@ffg-limited.com.
- [ ] Wait for written approval before booking or dispatching the parcel.

4 PACK AND SHIP

- [ ] Put one signed copy of the approved invoice inside the parcel; give the same invoice to the courier.
- [ ] Ship as non-commercial product samples. UPS is preferred; FedEx and DHL are accepted.
- [ ] Email the final invoice and tracking number to FFG Logistics after collection.

SHIP TO FFG VIET NAM COMPANY LIMITED | Lot CN-1, Agtex Long Binh Industrial Zone, Long Binh Ward, Dong Nai City, Vietnam 76000 | Tax code 0316434268 | Attn Daisy, +84 976 68 38 71

Non-commercial does not mean zero customs value or guarantee duty-free clearance. The contents, invoice and courier declaration must match.