Item Classification Program

Last modified: 08/15/14

The correct classification of imported goods into the Harmonized Tariff Schedule of the United States (HTSUS) is a key concern of our Government Compliance Program. For this reason, we have developed an internal Item Classification Program to ensure that vendor items are accurately assigned classification for import duty and tax purposes.

Vendor Requirements

NMG requires all vendors to prepare Product Detail Sheets (PDS) for every style shipped on a purchase order.
Product Detail Sheets (PDS) are obtained from the vendor to clearly describe the item and its contents. This document allows the Government Compliance Department to fully evaluate all entry requirements before the shipment is released by the foreign buying offices to the freight forwarders.

1. Once the PDS is completed, a soft copy of the form must be provided to the foreign buying office the vendor is in contact with.
2. PDS must be completed by the supplier 30 days prior to the purchase order ship window opening.
3. No import vendor will be allowed to ship until all styles on their purchase order has been assigned a HSTSUS classification.

Product Detail Sheets by Commodity - Revised July 2014

The PDS forms are designed for specific commodity types of merchandise. The commodity types of merchandise are as follows:

- Accessories
- Children Accessories
- Children Dresses & Gowns
- Children Lower Body
- Children Overcoats, Jackets, Capes
- Children Sleepwear & Intimates
- Children Suits & Ensembles
- Children Upper Body Garments
- Dresses & Gowns
- Electronics
- Fabric
- Food
- Footwear
- Fragrances

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- Furniture
- Home Décor (Other than Furniture)
- Jewelry
- Lower Body Garment
- Overcoats, Jackets, Capes
- Sleepwear & Intimates
- Suits and Ensembles
- Table and Kitchenware
- Toys
- Upper Body Garments

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