

by the U.S. Customs Service or attendant court of law. Where such other transaction has taken place, particulars thereof should be provided;

- 2) a full and complete description of the goods. Generally, a sample and descriptive literature of the article in question should suffice. Where a sample is not practicable, a photograph, drawing or other illustrative representation of the article should be submitted. If return of a sample is desired, it should be requested indicating the desired means of return. (NOTE: A sample should only be submitted with the understanding that all or most of it *may* be damaged or consumed in the course of any examination, or analysis undertaken in connection with the ruling request);
- 3) an indication of the article's chief use in the United States;
- 4) the commercial, common or technical description of the article;
- 5) where a product is composed of two or more materials or ingredients, a percentage breakdown of (a) the cost of each component material or ingredient, at the point where only assembly or mixture into the finished product is required and, (b) their relative quantities by weight or volume, as appropriate;
- 6) textile materials and articles should be identified as in (5) above, and their description should also include the method of construction (such as knit or woven), the types of fibres present and, if wearing apparel, by whom it is designed to be worn (e.g., child, man, woman or unisex);
- 7) chemical products should be identified by their specifications and product formulation (i.e., ingredients listing in percentage terms by chemical names, not trade names). A sample should also be submitted for purposes of U.S. Customs laboratory analysis;
- 8) privileged or confidential information should be clearly identified as such and should be accompanied by an explanation of why that information should not be disclosed.

NOTE: FAILURE TO INCLUDE ALL THE APPROPRIATE ABOVE-LISTED INFORMATION IN THE