



Cargo Import Brokers, Inc.

International Freight Forwarders • Customs Brokers

Important Notice

Importer Security Filing (10+2)

Effective January 26, 2009, U.S. Customs and Border Protection (CBP) requires an Importer Security Filing (ISF) **24 hrs prior to ocean vessel loading at foreign ports**. This ISF filing is separate from and in addition to the existing advance cargo declaration (24-Hour Rule) and U.S. Customs entry requirements.

Starting on January 26, 2010, the *Liquidated Damages* provision will be enforced by U.S. Customs. ISF Importers that fail to timely, accurately, and completely submit the Importer Security Filing will be subject to a claim for liquidated damages in the amount of \$5,000 per transmission.

IMPORTANT: There can be only one ISF filer per shipment.

- 1) If you wish Cargo Import Brokers, Inc. (CIB) to transmit the Importer Security Filings on your behalf for shipments managed by CIB or an authorized CIB Worldwide Network Affiliate please complete this form and return it to your CIB representative immediately.
- 2) If the international transportation logistics (movement of your freight) is not managed by CIB or an authorized CIB Worldwide Network Affiliate, please contact your CIB representative immediately to determine whether the specific circumstances allow CIB to transmit the Importer Security Filings on your behalf.

PLEASE INDICATE WHETHER YOU WANT CIB TO TRANSMIT THE ISF ON YOUR BEHALF

- YES**, I want CIB to submit the ISF on my behalf
- NO**, I do not want CIB to submit the ISF on my behalf

Company Name: _____

IRS EIN: _____

Signature: _____

Date: _____

Print Name: _____

Title: _____

Email: _____

Telephone: _____

Cargo import Brokers, Inc. (CIB) is not responsible for penalties resulting from ISF information that is not timely, accurately and completely submitted to our office.

ADDITIONAL

As the ISF Importer, you must have a continuous bond. If you do not have one, we can arrange for you.

- Yes**, we have a Bond **No**, please call me **No**, we will handle

Surety Code: _____

One of the required ISF data elements is the HTS Classification Number for each good purchased? In order to avoid origin delay, your Purchase Order should include the HTS Number for each item ordered so that your supplier has the correct HTS information when the shipment is booked. CIB offers a pre-shipment compliance service to assist you with classifying the items to be sourced.

- YES**, contact me regarding CIB pre-shipment compliance **No**, we are not interested

As the ISF Importer, you must alert your suppliers that CIB will be requesting information necessary to file the ISF by document cut-off date. Please contact your CIB representative as soon as possible for a **sample form for your vendors** and information, including our ISF fee schedule:

Rod Ulloa: 281.987.0600 (local) or 800.747.0600, E-mail: submitform@customs-broker-houston.com