Importer Security Filing (ISF)

Trade Expeditors USA, Inc. **isf@teuinc.com**

Manufacturer(s) / Supplier(s) Name and Address	Seller Name and Address

Buyer Name and Address	Ship To Name and Address

Container or LCL Stuffing Location (Name and Address)	Consolidator (Stuffer) Name and Address

Description of Goods	Product Code / HTS code
-	
	Country of Origin
	Purchase Order Number
	Importer of Record Number

VESSEL			COMPLETED BY:
VOY			COMPANY NAME:
ETD			NAME:
MASTER B/L NUMBER	SCAC CODE:	B/L#	Title:
HOUSE B/L NUMBER	SCAC CODE:	HB/L#	E-MAL:
CONTAINER NUMBER			DATED:

Kindly send us (email: isf@teuinc.com) all above required information 72 hours prior to shipment being loaded onto an Ocean vessel. Failure to comply with this requirement may resulting penalties by US Custom to Importer.

Definitions for the Ten Required Data Elements are on second page

1. Manufacturer (or supplier) name and address

Name and address of the entity that last manufacturers, assembles, produces, or grows the commodity or name and address of the supplier of the finished goods in the country from which the goods are leaving. In the alternative, the name and address of the manufacturer or (supplier) that is currently required by the import laws, rules and regulations of the United States (i.e., entry procedures) may be provided (this is the information that is used to create the existing manufacturer identification (MID) number for entry purposes). (DOES NOT NECESSARILY NEED TO BE THE SELLER)

2. Seller name and address:

Name and address of the last known entity "BY" whom the goods are sold or agreed to be sold. If the goods are to be imported otherwise than in pursuance of a purchase, the name and address of the owner of the goods must be provided. (DOES NOT NECESSARILY NEED TO BE THE MANUFACTURER).

3. Buyer name and address:

Name and address of the last known entity "TO" whom the goods are sold or agreed to be sold. If the goods are to be imported otherwise than in pursuance of a purchase, the name and address of the owner of the goods must be provided. (USUALLY TAC CLIENT/IMPORTER OF RECORD unless IOR is acting as a servicing entity)

4. Ship to name and address:

Name and address of the first deliver-to party scheduled to physically receive the goods after the goods have been released from customs custody. (Delivery Address on TAC Delivery Order).

5. Container stuffing location:

Name and address(es) of the physical location(s) where the goods were stuffed into the container. For break bulk shipments, the name and address (es) of the physical location(s) where the goods were made ready “ship ready” must be provided.

6. Consolidator (stuffer) name and address:

Name and address of the party who stuffed the container or arranged for the stuffing of the container. For break bulk shipments, the name and address of the party who made the goods “ship ready” or the party who arranged for the goods to be made “ship ready” must be provided. (FORWARDER AND APPLICABLE HANDLING BRANCH OFFICE or SHIPPER IF FCL BOOKED DIRECT WITH SS CO.)

7. Importer of record number/FTZ applicant identification number:

MUST BE PRE-LOADED IN TAC SYSTEM PRIOR TO FILING ISF. Internal Revenue Service (IRS) number, Employer Identification Number (EIN), Social Security Number (SSN), or CBP assigned number of the entity liable for payment of all duties and responsible for meeting all statutory and regulatory requirements incurred as a result of importation. For goods intended to be delivered to a FTZ, the IRS number, EIN, SSN, or CBP assigned number of the party filing the FTZ documentation with CBP must be provided. The importer of record number for the Importer Security Filing purposes is the same as “importer number” on CBP Form 3461. This data element must be input into the system prior to filing the ISF..

8. Consignee number(s):

MUST BE PRE-LOADED IN TAC SYSTEM PRIOR TO FILING ISF. Internal Revenue Service (IRS) number, Employer Identification Number (EIN). Social Security Number (SSN), or CBP assigned number of the individual(s) or firm(s) in the United States on whose account the merchandise is shipped. This element is the same as the “consignee number” on CBP Form 3461. (FORWARDER AND APPLICABLE HANDLING BRANCH OFFICE or SHIPPER IF FCL BOOKED DIRECT WITH SS CO.) This data element must be input into the system prior to filing the ISF.

9. Country of origin:

Country of manufacture, production, or growth of the article, based upon the import laws, rules and regulations of the United States. This element is the same as the “country of origin” on CBP Form 3461

10A. Product Code/SKU #

Will be used to retrieve HTSUSA number from TAC (The American Companies) database.

10B. Commodity HTSUS number:

MUST BE PRE-LOADED IN TAC SYSTEM PRIOR TO FILING ISF. Duty/statistical reporting number under which the article is classified in the harmonized Tariff Schedule of the United States (HTSUS). The HTSUS number is required to be provided to the 6 digit level. The HTSUS number may be provided up to the 10 digit level. This element is the same as the “HTS number” on CBP Form 3461 and can only be used for entry purposes, if it is provided at the 10 digit level or greater. This data element must be input into the TAC system along with its associated product code or SKU prior to filing the ISF.