



# Customs Power of Attorney

EIN # / Customs I.D. / IRS #

(2) \_\_\_\_\_

(1)	Check appropriate box: (One MUST be checked off)
<input type="checkbox"/>	LLC
<input type="checkbox"/>	Individual
<input type="checkbox"/>	Partnership
<input type="checkbox"/>	Corporation
<input type="checkbox"/>	Sole Proprietorship

KNOW ALL MEN BY THESE PRESENTS: That 3)

\_\_\_\_\_

a corporation doing business under the laws of the State of (4) \_\_\_\_\_ or a (5) \_\_\_\_\_  
 doing business as (6) \_\_\_\_\_ residing at (7) \_\_\_\_\_  
 having an office and place of business at (8), \_\_\_\_\_

hereby constitutes and appoints **Trade Expeditors USA Incorporated** and its duly authorized associates and offices, its divisions and its subsidiaries, to act through any of its licensed officers or any employee specifically authorized to act for such individual or corporation by power of attorney filed with the District Director of Customs District Director of Customs as a true and lawful agent and attorney of the grantor named above for and in the name, place, and stead of said grantor from this date and in all Customs Districts, and in no other name, to make, endorse, sign, declare, or swear to any entry, withdrawal, declaration, certificate, bill of lading carnet or other document required by law or regulation in connection with the importation, transportation, or exportation of any merchandise shipped by or consigned by or to said grantor, to perform any act or condition which may be required by law or regulation in connection with such merchandise, to receive any merchandise deliverable to said grantor; To make endorsements on bills of lading conferring authority to transfer title, make entry or collect drawback, and to make, sign, declare or swear to any statement, supplemental statement, schedule, supplemental schedule, certificate of delivery, abstract of manufacture, certificate of manufacture and delivery, abstract of manufacturing records, declaration of proprietor on drawback entry, declaration of exporter on drawback entry, or any other affidavit or document which may be required by law or regulation for drawback purposes, regardless of whether such bill of lading, sworn statement, schedule, certificate, abstract, declaration, or other affidavit or document is intended for filing in any customs district.

To sign, seal, seal and deliver for and as the act of said grantor any bond required by law or regulation in connection with the entry or withdrawal of imported merchandise or merchandise exported with or without benefit of drawback, or in connection with the entry, clearance, lading, unlading or navigation of any vessel or other means of conveyance owner or operated by said grantor, and any and all bonds which may be voluntarily given and accepted under applicable laws and regulations, consignee's and owner's declarations provide for in section Act of 1930, as amended, or affidavits in connection with the entry of merchandise.

To sign and swear or any document and to perform any act that may be necessary or required by law or regulation in connection with the entering, clearing, lading, unlading, or operation of any vessel or other means of conveyance owned or operated by said grantor;

To authorize other Customs Brokers to act as the grantor's agent; to receive endorse and collect checks issued for Customs duty refunds in grantor's name drawn on the Treasurer of the United States; if the grantor is a nonresident of the United States, to accept service of process on behalf of the grantor.

And generally to transact at the customshouses in any district any and all customs business, including making, signing, and filing of protests under section 514 of the Tariff Act of 1930 in which said grantor is or may be concerned or interested and which may properly be transacted or performed by an agent and attorney, giving to said agent and attorney full power and authority to do anything whatever requisite and necessary to be done in the premises as fully as said grantor could do if present and acting, hereby ratifying and confirming all that the said agent and attorney shall lawfully do by virtue of these presents: the foregoing power of attorney to remain in full force and effect until the (9) \_\_\_\_\_ day of \_\_\_\_\_, or until notice of revocation in writing is duly given to and received by a District Director of Customs. If the donor of this power of attorney is a partnership, the said power shall in no case have any force or effect after the expiration of 2 years from the date of its execution.

In the execution of this document, it is expressly understood that payment to the grantee, if a broker, does not relieve he grantor of liability for Customs charges (duties, taxes, or other debts owed Customs) in the event the charges are not paid by the broker. Therefore, if payment is by check, Customs charges may be paid with a separate check payable to "U.S. Customs Service", which shall be delivered by the broker.

In the execution of this document, it is expressly understood that Trade Expeditors USA Incorporated and its duly authorized associates and offices, its parent, its divisions, and its wholly owned subsidiaries, limit the liability to the extent provided for under law and in accordance with the Terms and Conditions of Service: a written copy which grantor hereby acknowledges having received or reviewed on its website [www.teuinc.com](http://www.teuinc.com).

IN WITNESS WHEREOF, the said (10)

\_\_\_\_\_

has caused these presents to be sealed and signed:  
(Signature) (11)

(CAPACITY) (12)

WITNESS: (14)

(Date :) (13)

(Corporate Seal)

**Individual or Partnership Certification**

City \_\_\_\_\_

Country \_\_\_\_\_

SS: (16)

State \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared before me \_\_\_\_\_,  
residing at \_\_\_\_\_,  
personally known or sufficiently identified to me, who certifies that \_\_\_\_\_ (is) (are) the individual(s) who executed the foregoing instrument and acknowledged it to be  
\_\_\_\_\_ a free act and deed.

\_\_\_\_\_  
(Notary Public) (Notarial seal) \_\_\_\_\_

**CORPORATE CERTIFICATION**

(To be made by an officer other than the one who executes the power of attorney)

I, \_\_\_\_\_, certify that I am the

\_\_\_\_\_

of \_\_\_\_\_, organized under the laws of

\_\_\_\_\_ the State of that \_\_\_\_\_, who signed this power of attorney on behalf of the donor, is  
the \_\_\_\_\_

of said corporation; and that said power of attorney was duly signed, sealed, and attested for and in behalf of said corporation by authority of its governing body as the same appears in a resolution of the Board of Directors passed at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, now in my possession or custody. I further certify that the resolution is in accordance with the articles of incorporation an bylaws of said corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said corporation, at the City of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20

**NON-US Entities:** If the signor is a Non-USA entity, a letter from the corporation duly signed by a fiduciary officer needs to be established with the corporate structure, legal address, contact number, email address, financial guarantee of duty payments and understanding of customs bond conditions. A copy of passport of the signing officer needs to be attached.

(Signature) \_\_\_\_\_

(Date) \_\_\_\_\_

If the corporation has no corporate seal, the fact shall be stated in which case a scroll or adhesive shall appear in the appropriate designated place.

Customs powers of attorney of residents (including resident corporations) shall be without power of substitution except for the purpose of executing shipper's export declarations. However, a power of attorney executed in favor of a licensed customs broker may specify that the power of attorney is granted to the customs broker to act through any of its licensed officers or any employee specifically authorized to act for such customs broker by power of attorney.

If you are the importer of record, payment to the broker will not relieve you of liability for Customs charges in the event the charges are not paid by the broker. Therefore, if you pay bye importers who wish to utilize this procedure must contact our office in advance to arrange timely receipt of duty checks.

# Instructions for Completing Power of Attorney

In order for us to handle customs clearances in an importers behalf, we must first have a power of attorney issued to us which authorizes us to do so. Instructions for completion of that form follow, along with an attachment, which shows the respective markings.

1. Check the classification that applies to the importer. Check mark the correct entity classification.
2. Fill in the customs identification number, this number will be the federal tax number for a corporation, or a social security number for individuals and partnerships or a customs assigned importer number.
3. Corporations - enter the name of the corporation exactly as it appears on the articles of incorporation. If it is intended for the power of attorney to encompass wholly owned subsidiaries as well, then you must attach an addendum so listing the wholly subsidiaries and indicate on this line of the form.

Individuals - enter full legal name.

General Partnership - enter the full legal names of all partners. If space is inadequate, use an addendum and so indicate on this line.

Limited Partnership - enter the full legal name of all general partners. If space is inadequate, use an addendum and so indicate on this line. Also, a copy of the partnership agreement must accompany the power of attorney.

Sole Proprietorship - enter the full legal name of the sole proprietor, not the name of the business.

4. Corporations only; enter the name of the state in which your company is incorporated.
5. Other than corporations only; enter the classification checked in item (1).
6. If you are doing business under a name other than the name stated in item (3), enter the fictitious name and attach a copy of your fictitious name statement with the power of attorney.
7. Other than corporations only; enter the residence address of the individual, sole proprietor or general partner signing in item (11).
8. Enter your business address. If you have multiple business addresses, enter the address of your principle place of business.
9. Enter the date you wish the power of attorney to expire, if you wish the power to be open-ended, leave this space blank or enter "until revoked". Partnership power of attorneys automatically expires two years after the date of issue.
10. Print name as applicable.
11. Signature as applicable:

Corporation- any corporate officer or any person authorized by the corporation to execute such powers of attorney. If the signatory is other than a corporate officer (i.e., president, vice-president, secretary or treasurer), a copy of the corporate resolution authorizing the signatory to so sign must accompany the power of attorney.

Individual or Sole Proprietorship - the person named in item (3).

General or Limited Partnership - any general partner

12. The capacity or title of the signature.
13. Date of signature.
14. Other than corporations only; either have two witnesses sign and affix their addresses, or complete item (16).
15. Corporate seals.
16. Other than corporations only; complete this section and have notarized, or complete item (14).
17. Corporate certifications.