

UTC Overseas, Inc. Importer Security Filing Request to File

**Definitions provided by number on following pages*

We must receive this information no later than three business days (72 hours) prior to loading at origin.

Information from Supplier / Origin Forwarder	Information to be provided by the Importer
ACS Lines HB/L #: AMS HB/L#: *SCAC CODE: Carrier MB/L#: *SCAC CODE: UTC Booking Ref #:	PO#/Invoice# or Ref#:
1) Manufacturer / Supplier Name Address, City, State, Zip/Postal Code	***Invoice value \$2,000 usd or less (see page #2) 5) Buyer / Owner Name Address, City, State, Zip/Postal Code
2) Seller / Owner Name Address, City, State, Zip/Postal Code	6) Ship to Name (1 st Deliver to Party in US) Address, City, State, Zip/Postal Code
3) Container Stuffing Location or Ship Ready Address(es), City, State, Zip/Postal Code	7) Importer of Record (IRS, EIN, SSN or CBP #) If using SSN also provide date of birth
4) Consolidator or Ship Ready Name Address, City, State, Zip/Postal Code	8) Consignee (IRS, EIN, SSN or CBP Assigned #)
I certify that the ISF Information contained in this document is true and correct to the best of my knowledge and belief. I hereby authorize UTC Overseas, Inc. to file our ISF Data based on this information. If more accurate information becomes available I agree to provide the updated information to UTC Overseas no later than (3) business days (72) Hours prior to arrival at the first U.S. Port of Entry. Company/Name/Title/Signature and Date Required	9) Country of Origin of the Product
	10) Commodity Classification HTS

Additional Information to be provided by the Importer or Supplier for commercial shipments valued \$2,000.00 usd or less

*****ADDL data elements required ONLY when commercial Invoice value is \$2,000.00 USD or less (e.g. Informal Entry, Section 321 Shipments, General Note 3(e) Shipments)**

11) Estimated invoice value in whole US Dollars (if multiple invoices provide the total amount of all invoices in US Dollars)

12) Est. Total Quantity & Smallest external packaging units (example: 4 pcs., 10 boxes, 1 drum)

13) Estimated weight of the shipment in (kg or lbs)

Note: It is the responsibility of the Importer of record to comply with ISF Regulations.

Importer Security Filing Data Element Definitions (ISF 10 Data Elements)

*Bill of Lading “Straight Bill” or House Bill of Lading

The Bill of Lading Number is commonly known as the “11th” ISF Element and is absolutely necessary to properly link the Importer Security Filing (ISF) to the customs manifest data. the Bill of Lading Number supplied must be at the “lowest” bill of lading level. CBP will accept an ISF at either the house bill of lading level or regular (i.e. simple, straight) bill of lading level.

Note: A single ISF may cover multiple bills of lading as long as they are all going to the same Importer as part of the same shipment on the same vessel/voyage.

1. Manufacturer or Supplier

Name and address of the entity that last manufactures, 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.

- A widely recognized commercially accepted identification number for this party may be provided in lieu of the name and address. CBP will accept a DUNS number in lieu of the name and address.

2. Seller (Owner)

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.

- The party required for this element is consistent with the information required on the invoice of imported merchandise. See 19 CFR 141.86(a)(2).
- A widely recognized commercially accepted identification number for this party may be provided in lieu of the name and address. CBP will accept a DUNS number in lieu of the name and address.

3. Container Stuffing Location (If unknown at origin, flexible filing required, information must be provided no later than 24 hours prior to arrival in the U.S.) UTC will require 72 hours prior notification to update ISF.

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 “ship ready” must be provided.

- The “scheduled” stuffing location may be provided.
- This may be the same name/address as the manufacturer (supplier)
- If a “factory load”, simply provide the name and address of the factory
- A widely recognized commercially accepted identification number for this party may be provided in lieu of the name and address. CBP will accept a DUNS number in lieu of the name and address.

4. Consolidator Name Location (If unknown at origin, flexible filing required, information must be provided no later than 24 hours prior to arrival in the U.S.) UTC will require 72 hours prior notification to update ISF.

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.

- If no consolidator is used, e.g. “factory load” shipments, provide the name/address of the manufacturer (supplier).
- A widely recognized commercially accepted identification number for this party may be provided in lieu of the name and address. CBP will accept a DUNS number in lieu of the name and address.

5. Buyer (Owner)

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.

- The party required for this element is consistent with the information required on the invoice of imported merchandise. See 19 CFR 141.86(2).

6. Ship to Party

Name and address of the first deliver-to party scheduled to physically receive the goods after the goods have been released from customs custody.

- CBP is looking for the actual deliver to name/address; not the corporate address
- If unknown, provide the name of the facility where the goods will be unladen.
- May provide a FIRMS code of a warehouse or terminal if the specific ship to name/address is unknown at the time of the filing. For example, a container freight station is acceptable.
- May provide the name and address of an in-land distribution center if the specific ship to name/address is unknown at the time of the ISF filing.
- A widely recognized commercially accepted identification number for this party may be provided in lieu of the name and address. CBP will accept a DUNS number in lieu of the name and address.

7. Importer of Record Number

Internal Revenue Service (IRS) number, Employer Identification Number (EIN), Social Security Number (SSN) **if SSN is used you must also provide the date of birth (mm/dd/year)**, 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 an 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 Importer Security Filing purposes is the same as “importer number” on CBP Form 3461.

8. Consignee Number

Internal Revenue Service (IRS) Number, Employer Identification Number (EIN), Social Security Number (SSN), or CBP assigned number of the individual(s)

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.

10. Commodity HTSUS 10-digit Number

Duty/statistical reporting number under which the article is classified in the Harmonized Tariff Schedule of the United States (HTSUS). The HTSUS number must be provided to the six-digit level.

- The HTSUS number may be provided to the 10-digit level by the ISF Importer.

The ISF Importer is ultimately responsible for the timely, accurate and complete submission of the ISF Data. This ISF Filing is subject to UTC Overseas, Inc., Terms and Conditions of Service.