

NORTHERN BORDER CUSTOMS BROKERS ASSOCIATION, INC.

Customs Clearance by



RUSSELL A. FARROW(U.S.)INC.

CUSTOMS • LOGISTICS • SYSTEMS SOLUTIONS • GLOBAL SERVICE

Date: _____

To: _____ Fax Number: _____
(Broker) (Broker)

From: _____ Carrier Name: _____
(Senders Name)

Phone Number: _____ Fax Number: _____

Number of pages, including cover: _____ PAPS/SCN # _____

SCAC: _____ U.S. Port of Arrival: _____

Arrival Date: _____ Estimated Arrival Time: _____

IMPORTANT NOTE: We must have the ability to reach the carrier 24/7 to obtain missing information or to notify in case problems prevent shipment processing. The carrier MUST confirm CBP acceptance of the shipment prior to arrival at the border. If the carrier does not comply with the Customs and Border Protection (CBP) requirements, waiting and/or IE charges, as well as penalties, may be assessed These charges are NOT the responsibility of the broker. Please note that a PAPS barcode must be assigned to each separate shipment.

CARRIER CONTACT IF THERE ARE FAX OR SHIPMENT ISSUES:

Name: _____ Phone Number: _____

INSTRUCTIONS:

1. Fax this coversheet and supporting Customs and Border Protection (CBP) clearance documents to the Customs brokerage listed above at least 4 HOURS prior to your estimated border arrival time.
2. Multiple PAPS numbers must include this coversheet as the separator.
3. Shipment information received not meeting the four-hour timeframe or those with incomplete, illegible, or missing documentation or information may delay release by CBP and/or any other government agency involved with the shipment.

Prior to arrival at the border, it is the carrier's responsibility to verify that your customer's cargo data has been accepted by CBP, and to communicate any changes in information (Port of Arrival, Quantities, etc) that may cause delays. Confirmation of fax receipt by the customs broker does not constitute arrival approval by CBP.