

## NOTICE TO ALL ENTITIES ACTING AS IMPORTER OF RECORD

US Customs and Border Protection (CBP) issued a Final Rule on Modernization of the Customs Broker Regulations that became effective December 19, 2022. As a result of the update to federal regulation 19 CFR 111.36(c)(3), US Customs Brokers executing a Power of Attorney (POA) with an importer must comply with the following requirements:

- Brokers must directly execute a POA with an importer of record or drawback claimant (client) and not through a freight forwarder or other third party in order to transact customs business for the client
- An agent or third-party cannot serve as a barrier to communications between brokers and the client; however, the client may have an agent or third-party assist in executing the POA, for example by providing translation services; providing counsel in reviewing the POA terms; or providing courier services to relay a written POA

Please ensure there is direct communication between Green Worldwide Shipping and the importer completing the Power of Attorney.

# customs power of attorney

greenworldwide  
SHIPPING

619 E. College Ave, Suite F  
Decatur, GA 30030 USA  
greenworldwide.com

## FORM INSTRUCTIONS

- Boxes at top of form: check the box, which is most appropriate for the importer.
    - Individual – a person not acting in a business capacity
    - Partnership – two or more individuals owning and operating a business
    - Corporation – a business organized by state statute as a single entity owned by shareholders with liability falling to the company, not individuals
    - Sole Proprietorship – a business owned by an individual
    - Limited Liability Company – a business organized by state statute as a single entity with liability falling to the Members or Managers
  - IRS/SSN/CAN #: Enter the appropriate identification number:
    - If the importer a U.S. corporation or partnership, fill in your firms E.I.N. Tax Identification number assigned by the IRS. (format = ##-##### or ##-#####)
    - If the importer is acting as an individual or sole proprietorship doing business under another name without an E.I.N., then fill in your social security number. (format = ###-##-####)
    - If the importer is a foreign entity, fill in your Customs-assigned I.D. number (CAN), usually issued by a US Customs Broker. (format = #####-#####); If the importer does not have a CAN, it must complete a CBP form 5106.
  - Fill in the full name of the entity who will be the importer of record. If the company does business under an alias or "dba", include that here as part of the full entity name.
  - List the type of entity acting as importer of record (should match type in #1).
  - If importing entity is a corporation, LLC or partnership, then indicate here the state in which it is organized.
  - Add the complete principal street address of the importer here.
  - If the importer wishes to limit the length of validity of this POA, enter an appropriate date here. It is recommended that a POA should allow at least six months to a year to allow for any updates or revisions required of previously filed entries. If you do not wish to limit the time frame, either put "UNTIL REVOKED" in this field or merely leave it blank.
  - The name of the entity granting power of attorney – importing company or individual.
  - The person authorized to sign on behalf of the importer should:
    - Print his/her name
    - Sign

*Note: The signature must be an actual signature or a certified electronic signature. The name typed in a cursive font is not acceptable.*
  - State the Title or Capacity of the person signing Line #9b. Note: For LLC's only a Member or Manager is an acceptable capacity.
  - Date Power of Attorney form has been signed.
  - Not normally required by US Customs and Border Protection
- NOTARY PUBLIC – Only required if the importer is an individual

## CORPORATE CERTIFICATION

(Required for all foreign-based importers)

- Name of officer of corporation - this must be an officer other than the person signing the power of attorney
- Officer's position within the corporation
- Full name of corporation
- State or country of incorporation
- Name of individual signing the Power of Attorney (on page 1)
- Title of person signing on behalf of grantor on page 1
- Date/Month (meeting where the name found on line #5 appears in a resolution of the Board of Directors)
- City where documents is Certified
- Date of Certification
- Signature of Officer completing the Corporate Certificate
- Date of Signature
- Printed name of Officer who signed line
- Title of Officer who signed line 10

# customs power of attorney

**greenworldwide**  
SHIPPING

619 E. College Ave, Suite F  
Decatur, GA 30030 USA  
[greenworldwide.com](http://greenworldwide.com)

Please tick appropriate box (1):

☐ Individual  
☐ Sole Proprietorship

☐ Partnership  
☐ Limited Liability Company

☐ Corporation

IRS/SSN/CAN # (2) \_\_\_\_\_

KNOW ALL PERSONS BY THESE PRESENTS: That, (3) \_\_\_\_\_ doing  
(Full name of individual, partnership, corporation, sole proprietorship, or limited liability company)(identify)

business as a (4) \_\_\_\_\_ under the laws of the State of (5) \_\_\_\_\_  
(individual, partnership, corporation, sole proprietorship, or limited liability company)(insert one)

residing or having a principal place of business at (6) \_\_\_\_\_

\_\_\_\_\_, hereby constitutes and appoints **Green Worldwide Shipping, LLC**, its officers, employees, and/or specifically authorized agents, to act for and on its behalf as a true and lawful agent and attorney of the grantor for and in the name, place and stead of said grantor, from this date, in the United States (the "territory") either in writing, electronically, or by other authorized means to:

Make, endorse, sign, declare, or swear to any customs entry, withdrawal, declaration, certificate, bill of lading, carnet or any other documents required by law or regulation in connection with the importation, exportation, transportation, of any merchandise in or through the customs territory, shipped or consigned by or to said grantor;

Perform any act or condition which may be required by law or regulation in connection with such merchandise deliverable to said grantor; to receive any merchandise;

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 or certificate required by law or regulation for drawback purposes, regardless of whether such document is intended for filing with US Customs and Border Protection;

Sign, 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, unloading or navigation of any vessel or other means of conveyance owned 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 provided for in section 485, Tariff Act of 1930, as amended, or affidavits or statements in connection with the entry of merchandise;

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

Authorize other Customs Brokers duly licensed within the territory to act as grantor's agent; to receive, endorse and collect checks issued for CBP 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 Customs business, including filing of claims or protests under section 514 of the Tariff Act of 1930, or pursuant to their laws of the territories, 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 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;

This power of attorney to remain full force and effect until (7) \_\_\_\_\_ or until revocation in writing is duly given to and received by grantee (if the donor of this power of attorney is a partnership, the said power shall in no case have any force or effect in the United States after the expiration 2 years from the date of its execution);

Grantor acknowledges receipt of Green Worldwide Shipping Terms and Conditions of Service governing all transactions between the Parties.

If the Grantor is a Limited Liability Company, the signatory certifies that he/she has full authority to execute this power on behalf of Grantor.

IN WITNESS WHEREOF, the said (8) \_\_\_\_\_

Caused these presents to be sealed and signed: Name (Printed) (9a) \_\_\_\_\_

(9b)Signature \_\_\_\_\_

(Capacity) (10) \_\_\_\_\_ Date: (11) \_\_\_\_\_

Witness (if required): (12) \_\_\_\_\_

If you are the importer of record, payment to the broker will not relieve you of liability for CBP charges (duties, taxes or other debts owed CBP) in the event the charges are not paid by the broker. Therefore, if you pay by check, CBP charges may be paid with a separate check payable to "U.S. Customs and Border Protection" which shall be delivered to CBP by the broker. Importers who wish to utilize this procedure must contact our office in advance to arrange timely receipt of duty checks.

# customs power of attorney

greenworldwide  
SHIPPING

619 E. College Ave, Suite F  
Decatur, GA 30030 USA  
greenworldwide.com

City \_\_\_\_\_

County \_\_\_\_\_ SS: \_\_\_\_\_

State \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, 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

acknowledge it to be \_\_\_\_\_ free act and deed.

\_\_\_\_\_  
(Notary Public)

## Corporate Certification

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

I, (1) \_\_\_\_\_, certify that I am the (2) \_\_\_\_\_ of  
(3) \_\_\_\_\_, organized under the laws of the State of (4) \_\_\_\_\_  
that (5) \_\_\_\_\_, who signed this power of attorney on behalf of the donor, is the  
(6) \_\_\_\_\_ of said corporation; and that said power of attorney was duly signed, 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 (7) \_\_\_\_\_ day of \_\_\_\_\_, now in my possession or custody. I further certify that the resolution is  
in accordance with the articles and bylaws of said corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said corporation, at the City of (8) \_\_\_\_\_  
this (9) \_\_\_\_\_ day of \_\_\_\_\_.

(10) \_\_\_\_\_ (11) \_\_\_\_\_  
Signature Date

(12) \_\_\_\_\_  
Name (Printed)

(13) \_\_\_\_\_  
Title