# 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.



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

### FORM INSTRUCTIONS

- 1. 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
- 2. 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.
- 3. 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.
- 4. List the type of entity acting as importer of record (should match type in #1).
- 5. If importing entity is a corporation, LLC or partnership, then indicate here the state in which it is organized.
- 6. Add the complete principal street address of the importer here.
- 7. 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.
- 8. The name of the entity granting power of attorney importing company or individual.
- 9. The person authorized to sign on behalf of the importer should:
  - Print his/her name
  - Sian

Note: The signature must be an actual signature or a certified electronic signature. The name typed in a cursive font is not acceptable.

- 10. State the Title or Capacity of the person signing Line #9b. Note: For LLC's only a Member or Manager is an acceptable capacity.
- 11. Date Power of Attorney form has been signed.
- 12. 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)

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



Witness (if required): (12)\_

## Customs Power of Attorney



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Please tick appropriate box (1):	OIndividual OSole Proprietorship	OPartnership OLimited Liability Company	Corporation
IRS/SSN/CAN # (2)			
KNOW ALL PERSONS BY THESE PRESE	NTS: That, (3)	ual, partnership, corporation, sole proprietorship, or limited	liability company/(identify) doing
business as a (4)	corporation, sole proprietorship, or limited liability		under the laws of the State of (5),
residing or having a principal place of		y company)(insert one)	
			, hereby
* *	tor for and in the name, place a		orized agents, to act for and on its behalf as a true and ite, in the United States (the "territory") either in writing,
_			ding, carnet or any other documents required by law or ugh the customs territory, shipped or consigned by or to
Perform any act or condition which m merchandise;	nay be required by law or regula	tion in connection with such merchal	ndise deliverable to said grantor; to receive any
		•	k; and to make sign, declare, or swear to any statement or ntended for filing with US Customs and Border Protection;
or merchandise exported with or with of conveyance owned or operated by	nout benefit of drawback, or in c said grantor, and any and all bo	connection with the entry, clearance, onds which may be voluntarily given a	ion with the entry or withdrawal of imported merchandise lading, unlading or navigation of any vessel or other means and accepted under applicable laws and regulations, avits or statements in connection with the entry of
Sign and swear to any document and unlading, or operation of any vessel of		· · · · · · · · · · · · · · · · · · ·	lation in connection with the entering, clearing, lading,
			ndorse and collect checks issued for CBP duty refunds in States, to accept service of process on behalf of the grantor;
And generally to transact Customs bu in which said grantor is or may be cor			Tariff Act of 1930, or pursuant to ther laws of the territories, ormed by an agent and attorney;
Giving to said agent and attorney full present and acting, hereby ratifying a		= :	be done in the premises as fully as said grantor could do if y virtue of these presents;
This power of attorney to remain full donor of this power of attorney is a p of its execution);	· · · · · · · · · · · · · · · · · · ·		on in writing is duly given to and received by grantee (if the a the United States after the expiration 2 years from the date
Grantor acknowledges receipt of Gree	en Worldwide Shipping Terms a	nd Conditions of Service governing al	l transactions between the Parties.
If the Grantor is a Limited Liability Co	mpany, the signatory certifies th	nat he/she has full authority to execut	te this power on behalf of Grantor.
IN WITNESS WHEREOF, the said (8)			
Caused these presents to be sealed a	nd signed: Name (Printed) (9a)_		
(9b)Signature			
(Capacity) (10)			Date: (11)

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 BP) 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. Custom 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



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City							
County		SS:					
State							
On this	day of	, perso	nally appeared before me				
residing at			, personally know	wn or sufficiently identified to me, who			
certifies that		(is)	(are) the individual(s) who exe	ecuted the foregoing instrument and			
acknowledge it to	be	free act a	nd deed.				
		(Nota	ary Public)				
			e Certification				
	(To be mad	de by an authorized person other t	han the one who executes the	power of attorney)			
			, certify that I am the (2) of				
			, organized under the laws of the State of (4)				
		, who signed this power of attorney on behalf of the donor, is the					
				was duly signed, and attested for and in			
				e Board of Directors passed at a regular			
			, now in my possession or cu	istody. I further certify that the resolution is			
in accordance witl	n the articles and by	laws of said corporation.					
	REOF, I have hereun day of	to set my hand and affixed the sea	l of said corporation, at the Cit	ty of (8)			
(10)			(11)				
		Signature		Date			
(12)							
	N	lame (Printed)					
(13)							