



CUSTOMS AND FORWARDING POWER OF ATTORNEY

EIN/SSN: \_\_\_\_\_

Know all men by these presents:

That \_\_\_\_\_ (the "grantor"), doing business as a \_\_\_\_\_, under the laws of the State/Province of \_\_\_\_\_, and residing or having a principal place of business at \_\_\_\_\_,

hereby constitutes and appoints TLR-Total Logistics Resource, Inc., 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, or 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 Customs;

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, unlading 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, unlading, 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 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 Customs business, including filing of claims or protests under section 514 of the Tariff Act of 1930, or pursuant to other 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 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 to by virtue of these presents;

This power of attorney to remain in full force and effect until revocation in writing is duly given to and received by TLR-Total Logistics Resource, Inc. 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 of two (2) years from the date of its execution;

Appointment as Forwarding Agent: Grantor authorizes the above Grantee to act within the territory as lawful agent and sign or endorse export documents (i.e. Commercial invoices, bills of lading, insurance certificates, drafts, and any other document) necessary for the completion of an export on grantor's behalf as may be required under law and regulation in the territory and to appoint forwarding agent's on grantor's behalf;

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

The forgoing power of attorney to remain in full force and effect until the \_\_\_\_\_ day of \_\_\_\_\_, or until notice of revocation in writing is duly given to and received by a District Director of Customs.

In witness whereof, the said grantor,

\_\_\_\_\_ has caused these presents to be sealed and signed:

Signature

Name (printed or typed)

Title/Capacity

Date

Witness (if required)

If you are the importer of record, payment to the broker will not relieve you of liability for U.S. Customs charges (duties, taxes, or other debts owed Customs) in the event the charges are not paid by the broker. Therefore, if you pay by check, Customs charges may be paid with a separate check payable to the "Bureau of Customs & Border Protection" which shall be delivered to Customs by the broker. Importers wishing to use this procedure must make prior arrangements with the broker.

Special Requirements:

If grantor is an individual and the laws of the jurisdiction where the power of attorney is signed require notarization, an Individual Notarization must be attached.

If grantor is a limited partnership, general partnership, or limited liability company a Partnership/Limited Liability Company Certification must be attached.

If grantor is a general or limited partnership and the partnership's rules or the laws of the jurisdiction where the power of attorney is signed require notarization, a Partnership Notarization must be attached.

If grantor is a general or limited partnership and the partner signing is a non-resident corporation, a Corporate Certification must be attached.

If grantor is a limited partnership, a copy of the partnership agreement must be attached.

If grantor is a foreign corporation or grantor is a domestic corporation and the signatory is not a corporate officer, a Corporate Certification must be attached.



**CORPORATE CERTIFICATION**  
must be completed by an officer of the corporation

I, \_\_\_\_\_ hereby certify that I am the \_\_\_\_\_ of  
(NAME) (TITLE/CAPACITY)  
\_\_\_\_\_, organized under the laws of the  
(COMPANY NAME)  
State/Province of \_\_\_\_\_ that \_\_\_\_\_, who signed this Power of  
(STATE/PROVINCE OF INCORPORATION) (NAME OF POWER OF ATTORNEY SIGNATORY)  
Attorney on behalf of the grantor, is the \_\_\_\_\_ of said corporation; and that said power of  
(TITLE/CAPACITY OF POWER OF ATTORNEY SIGNATORY)  
attorney was duly signed, and attested for and on 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 \_\_\_\_\_ . I further certify that the resolution  
(DATE)  
is in accordance with the articles of incorporation and bylaws of said corporation and was executed in accordance with the laws of the  
State/Province of incorporation.

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
(DATE)

**PARTNERSHIP/LIMITED LIABILITY COMPANY CERTIFICATION**  
as required by 19 CFR 141.39(a)(1)

I, \_\_\_\_\_, hereby certify that the following persons and/or companies are the partners,  
(NAME)  
members, and/or directors with full authority to execute the instrument of Customs and Forwarding Power of Attorney on behalf of  
\_\_\_\_\_, a .  
(COMPANY NAME) (LIMITED PARTNERSHIP, GENERAL PARTNERSHIP, OR LLC)

Name	Title/Capacity	Name	Title/Capacity

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
(DATE)

**INDIVIDUAL/PARTNERSHIP NOTARIZATION**

City: \_\_\_\_\_  
County: \_\_\_\_\_  
State: \_\_\_\_\_

Solemnly sworn to (or affirmed), on \_\_\_\_\_ personally appeared before me,  
(DATE) (NAME)  
residing at \_\_\_\_\_, personally known or sufficiently identified to  
(STREET ADDRESS)  
me, who certifies that he is \_\_\_\_\_ the individual(s) who executed the foregoing instrument and acknowledge it to be a free act and deed.  
(HE IS/SHE IS/THEY ARE)

\_\_\_\_\_  
(SIGNATURE OF NOTARY PUBLIC)

\_\_\_\_\_  
(DATE)

My commission expires: \_\_\_\_\_  
(DATE)

06/2006



## HOW TO COMPLETE THE POWER OF ATTORNEY

### **Corporation**

1. Employer Identification Number (EIN). If the corporation does not have an EIN, use its Customs-assigned Importer Identification Number instead.
2. Full legal name of the corporation as well as any other name under which it is “doing business as” (where applicable, the fictitious name must be preceded by “DBA”). Do not abbreviate words unless they are also abbreviated in the articles of incorporation for the company. This name should be the same as that registered for the EIN or Importer Identification Number.
3. Use “corporation”.
4. The state or province in which the company was incorporated. Note: this may not be the same state as the company address or even its headquarters.
5. The full street address of the corporation. This must be the physical location and cannot be a box number or other “mailing” address.
6. The full legal name of the corporation.
7. Signature of an officer of the corporation (e.g. President, Vice President, Treasurer, CEO, CFO, COO, etc.) or an individual authorized by the corporation to do so.
8. The name of the person who signed the power of attorney.
9. The title/capacity of the person who signed the power of attorney.
10. The date the power of attorney was signed.
11. Signature of a witness (if corporate policy or local laws require one).
  - If signed by a person other than an officer or if it is a foreign corporation, complete and attach a Corporate Certification.

### **Partnership**

1. Employer Identification Number (EIN). If the partnership does not have an EIN, use its Customs-assigned Importer Identification Number instead.
2. Full legal name of the partnership as well as any other name under which it is “doing business as” (where applicable, the fictitious name must be preceded by “DBA”). This name should be the same as that registered for the EIN or Importer Identification Number.
3. Depending upon the type of partnership, use “limited partnership” or “general partnership”.
4. The state or province in which the company is located.
5. The full street address of the company. This must be the physical location and cannot be a box number or other “mailing” address.
6. The full legal name of the partnership.
7. Signature of a general partner.
8. The name of the person who signed the power of attorney.
9. The title/capacity of the person who signed the power of attorney.
10. The date the power of attorney was signed.
11. Signature of a witness (if partnership rules or local laws require one).
  - Complete and attach a Partnership Certification listing all general partners.
  - If the signatory is a non-resident corporation, complete and attach a Corporate Certification.
  - If a limited partnership, you must attach a copy of the partnership agreement.
  - If the laws of the jurisdiction where the power of attorney is signed require notarization, complete and attach a Partnership Notarization.

### **Limited Liability Company**

1. Employer Identification Number (EIN). If the LLC does not have an EIN, use its Customs-assigned Importer Identification Number instead.
2. Full legal name of the limited liability company as well as any other name under which it is “doing business as” (where applicable, the fictitious name must be preceded by “DBA”). This name should be the same as that registered for the EIN or Importer Identification Number.
3. Use “limited liability company”.
4. The state or province in which the company is registered and authorized to do business.
5. The full street address of the company. This must be the physical location and cannot be a box number or other “mailing” address.
6. The full legal name of the limited liability company.
7. Signature of a member (if a member managed LLC) or a manager (if a manager managed LLC).
8. The name of the person who signed the power of attorney.
9. The title/capacity of the person who signed the power of attorney.
10. The date the power of attorney was signed.
11. Signature of a witness (if local laws require one).
  - Complete and attach a Limited Liability Company Certification listing all members (if a member managed LLC) or all managing members (if a manager managed LLC).

### **Individual or Sole Proprietorship**

1. Sole proprietorships should use an Employer Identification Number (EIN) if available. Individuals and sole proprietorships with no EIN should use a Social Security Number (SSN). If this is not available, use your Customs-assigned Importer Identification Number.
2. Your full legal name and, for sole proprietorships, the name you are “doing business as” (the fictitious name must be preceded by “DBA”). This name should be the same as that registered for the EIN, SSN, DBA, or Importer Identification Number.
3. Use “individual” or, for individuals acting as a business, “sole proprietorship”.
4. For individuals, leave this blank. For sole proprietorships, use the state or province in which you are registered to conduct business.
5. For individuals, use the full street address of your residence. For sole proprietorships, use the full street address where you conduct business.
6. For individuals, use your full legal name. For sole proprietorships, use the name under which you are doing business.
7. Signature of the individual or sole proprietor.
8. The name of the person who signed the power of attorney.
9. For individuals, leave this blank. For sole proprietorships, use “owner”.
10. The date the power of attorney was signed.
11. Signature of a witness (if local laws require one).
  - If the laws of the jurisdiction where the power of attorney is signed require notarization, complete and attach an Individual Notarization.

