

# Instructions for Completion of the Power of Attorney

**Page 1 – Cross outs, erasures or white-out are not allowed by Customs**

**See correlating numbers on the Power of Attorney**

- 1) Check the box for the appropriate type of organization
- 2) Enter your company's EIN/IRS Number (or Social Security Number if you are an individual).
- 3) Enter your company's full legal name without abbreviations
- 4) Enter any DBA names that you use and which have been authorized by law
- 5) Enter the state in which your company was incorporated. If not incorporated, then enter the state in which you are authorized to conduct business
- 6) Enter the current address of your principal place of business or residence (if an individual)
- 7) Enter your company's full and legal name, just as it is listed in blank # 3 & 4
- 8) An OFFICER of the corporation must sign the Power of Attorney
- 9) Enter the title of the person signing in Blank #8. Note that this must be an OFFICER of the company
- 10) Enter the date the Power of Attorney was signed
- 11) Witness required for sole proprietor or if only one corporate officer exists

**Page 2**

**If an Individual or Partnership, complete section as directed.**

**or,**

**If a Corporation, please complete Corporate Certification bearing in mind that another Corporate Officer must sign certification and that Corporate Officer shall be different from the one who has signed page 1.**

**Note:**

**If there is only one Corporate Officer in the company, this shall be noted on Page 2 close in proximity to the Corporate Certification section.**

**CUSTOMS POWER OF ATTORNEY &  
DESIGNATION AS EXPORT FORWARDING AGENT  
And  
Acknowledgement of Terms and Conditions**

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**(1) Check appropriate box:**  Individual  Partnership  Corporation  Sole Proprietorship  Limited Liability Company

**IRS / Social Security / EIN or Customs Issued Number: (2)** \_\_\_\_\_

KNOW ALL MEN 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 American Shipping Company, 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 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 do by virtue of these presents;  
This power of attorney to remain full force and effect 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 dates 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, bill 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 agents on grantor's behalf;

Grantor acknowledges receipt of American Shipping Company / American International Cargo Terms and Conditions of Service  
(Grantee's Name)

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 of the Grantor.

IN WITNESS WHEREOF, the said **(7)** \_\_\_\_\_  
(Full Company Name)

caused these presents to be sealed and signed: (Signature) **(8)** \_\_\_\_\_

(Capacity) **(9)** \_\_\_\_\_ Date: **(10)** \_\_\_\_\_

Witness: (if required) **(11)** \_\_\_\_\_

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 "U.S. Customs Service" which shall be

delivered to Customs by the broker. Importers who wish to utilize this procedure must contact our office in advance to arrange timely receipt of duty checks.

Company's Terms and Conditions of Service, including a limitation of liability, are hereby incorporated herein by reference and made a part hereof and sent under separate cover.

**INDIVIDUAL OR PARTNERSHIP CERTIFICATION**

CITY \_\_\_\_\_  
COUNTY \_\_\_\_\_ SS:  
STATE \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, 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 officer of other than the one who executes the power of attorney)

I, \_\_\_\_\_, certify that I am the \_\_\_\_\_ of \_\_\_\_\_  
\_\_\_\_\_, organized under the laws of the State of \_\_\_\_\_ that \_\_\_\_\_  
\_\_\_\_\_, who signed this power of attorney on behalf of the donor, is the \_\_\_\_\_  
\_\_\_\_\_ 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 \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, now in my possession or custody. I further certify that the resolution is in  
accordance with the articles of incorporation and bylaws of said corporation and was executed in accordance with the laws of the State or Country of  
Incorporation.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said corporation, at the City of \_\_\_\_\_

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(date)