## Instructions for Completing the Customs Power of Attorney

1. Check the appropriate block that best identifies the type of importer you or your company will be.

2. Provide the company's Federal Tax ID number or, if an individual, your Social Security Number. Evidence of the authenticity of your Federal ID by means of correspondence from the IRS department will need to be provided as well as a copy of your business license or registration. If you are an individual, you must provide copy of your SS card and personal ID (driver's license or passport).

3. **Corporation or LLC**: State the complete legal name of the corporation, as shown in the Articles of Incorporation – no abbreviations. For LLC's, the POA should identify all members of the corporation which are authorized to execute the document.
4. **Partnership or LP:** Give the full name of each partner, and the business name of the partnership. Use an additional sheet if necessary. (See special instructions/information below.)
5. **Proprietorship:** State the full name of the individual operating as a Sole Proprietorship and the business name under which business is transacted.
6. **Individual:** Give **full name** (including middle name) of the individual.

7. State the type of business of the Grantor, i.e. Corporation, Partnership, LLC, LLP, etc.

8. Indicate the State of Incorporation. If not a corporation, the state in which the company or individual is registered to transact business.

9. The physical address of the company or individual. Post Office Boxes are not permitted!!

10. Insert the name of the corporation, LLC, individual or proprietorship. In the case of a partnership, use the names of each of the general partners or the partnership name.

11. Signature of the person executing the Power of Attorney. **Be sure to type or print the full name immediately next to the signature!!**

    a. In the case of a corporation, the Power of Attorney **MUST** be signed by a Corporate Officer, usually the President, Vice President, Secretary or Treasurer. A manager, general manager or supervisor IS NOT ACCEPTABLE by LAW!!
    b. In case of a LLC, an authorized official/member must sign the Power of Attorney. If the signator is not a named member, documentation must be provided from the LLC certifying their authority to sign under the Articles or Bylaws of the company.
    c. In case of a partnership or LLP, any one of the general partners may execute the Power of Attorney. A copy of the partnership agreement is required and must identify the general partners who have authority to bind the firm.

12. Title of the officer or authorized person who has signed.

13. Date the Power of Attorney is executed.

# CUSTOMS POWER OF ATTORNEY/
## DESIGNATION AS EXPORT FORWARDING AGENT
## and
## Acknowledgement of Terms and Conditions

Copyright 1995, National Customs Brokers and Forwarders Association of America, Inc.
(Revised 01/00)

(1) appropriate box:
- ☐ Individual
- ☐ Partnership
- ☐ Corporation
- ☐ Sole Proprietorship
- ☐ Limited Liability Company

(2) IRS# _____

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 **JIMMY SANTOS INC DBA SANTOS INTERNATIONAL**, its officers, employees, and/or specifically authorized agents, to act for and
(Grantee's Name)

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 **JIMMY SANTOS DBASANTOS INTERNATIONAL** 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 the Grantor.

IN WITNESS WHEREOF, the said (7) _____
(Full name of company)

caused these presents to be sealed and signed: (Signature) (8) _____

(Capacity) (9) _____ Date: (10) _____

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 "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.