

**SAMPLE ONLY**

**CUSTOMS POWER OF ATTORNEY/  
DESIGNATION AS EXPORT FORWARDING AGENT  
AND  
ACKNOWLEDGEMENT OF TERMS AND CONDITIONS**

Phone: <u>123-123-4567</u>
Email: <u>JOHN@MYEMAILADDRESS.COM</u>

IRS Number:<sup>(1)</sup> XXX-XX-XXXX SOCIAL SECURITY#

KNOW ALL MEN BY THESE PRESENTS: That <sup>(2)</sup> JOHN WILLIAM DOE doing business as  
(Full name of individual, partnership, corporation, sole proprietorship, or LLC) (identify)

A <sup>(3)</sup> INDIVIDUAL under the laws of the State of <sup>(4)</sup> \_\_\_\_\_, residing or having a principal place of  
("Individual", "partnership", "corporation", "sole proprietorship", or "limited liability company")

business at <sup>(5)</sup> 123 MAIN STREET, CITY, STATE, ZIP CODE, hereby constitutes and appoints LAING INTERNATIONAL 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, 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 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 the 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 regulation, 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 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;

Grantor waives the confidentiality requirements of section 111.24 of the Customs Regulations and the requirement in section 111.36 of the Customs Regulations that the Customs Broker transmit a copy of its bill for service directly to the importer, and authorizes the Customs Broker to transmit its bill for services and copies of the Customs entry documents and related documents (CBP-7501 or other documents used to make entry, commercial invoices, etc.) through grantor's forwarder. No part of this agreement or any other agreement forbids or prevents direct communication between the importer or other party in interest and the Customs Broker;

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 LAING INTERNATIONAL INC 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 <sup>(6)</sup> JOHN WILLIAM DOE  
(full name of company) SIGNATURE (INK OR ELECTRONIC, NOT TYPED)  
Caused these presents to be sealed and signed: (Signature) <sup>(7)</sup> \_\_\_\_\_

Name: (Printed) <sup>(8)</sup> JOHN WILLIAM DOE (Capacity) <sup>(9)</sup> SELF Date: <sup>(10)</sup> XX/XX/20XX

XXXXXXXXXXXX  
Witness, if required, \_\_\_\_\_

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

### CERTIFICATION BY NON-RESIDENT CORPORATION

*(To be made by an officer other than the one who executed the Power of Attorney.  
If only one signing authority, notate "Sole Signing Officer" next to above signature.)*

I, <sup>(12)</sup> \_\_\_\_\_, certify that I am the <sup>(13)</sup> \_\_\_\_\_  
(Name) (Title)

Of <sup>(14)</sup> \_\_\_\_\_, organized under the laws of the Country of <sup>(15)</sup> \_\_\_\_\_,  
(Name of Corporation)

That <sup>(16)</sup> \_\_\_\_\_, who signed the Power of Attorney on behalf of the corporation, is  
(Name of Signer of Power of Attorney)

the <sup>(17)</sup> \_\_\_\_\_ of said corporation, and that the signer was given the authority to sign powers of Attorney  
(Title)

On behalf of the corporation. In witness whereof, I have hereunto set my hand at the city of <sup>(18)</sup> \_\_\_\_\_

(Date) <sup>(19)</sup> \_\_\_\_\_ <sup>(20)</sup> \_\_\_\_\_  
(Signature)

### LIST OF PARTNERS

A Customs Power of Attorney requires a list of all partners of a regular partnership. Limited partnerships need only complete a list of all general partners. When a new firm is formed by adding or removing a partner, this Power of Attorney is no longer valid for Customs purposes. A new Power of Attorney must be completed. If more space is needed, please add an attachment List of Partners.

<sup>(21)</sup> \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### POWER OF ATTORNEY COMPLETION INSTRUCTIONS

U.S. Customs Regulations – 19 CFR 141.46 states, "Before transacting Customs business in the name of his principal, a customhouse broker is required to obtain a valid Power of Attorney to do so." In order to handle importations through U.S. Customs in your name, Laing International Inc must have on file your (Customs) Power of Attorney. If you are:

**A – AN INDIVIDUAL OR SOLE PROPRIETORSHIP: COMPLETE ITEMS 1, 2, 3, 5, 7 THROUGH 10.**

**B – A U.S. RESIDENT CORPORATION: COMPLETE ITEMS 1 THROUGH 10.**

**C – A NONRESIDENT CORPORATION: COMPLETE ITEMS 1 THROUGH 20.**

**D – A PARTNERSHIP: COMPLETE ITEMS 1 THROUGH 11, AND 21.**

- (1) Federal Tax Identification number. Resident businesses would put their Federal Employer Identification Number. Nonresident businesses would put their U.S. Customs issued importer number, if one has already been assigned by U.S. Customs. An individual would put their Social Security Number.
- (2) Full legal name of Individual, Partnership, Corporation, Sole Proprietorship, or Limited Liability Company.
- (3) Indicate type of entity: Individual; partnership; corporation; sole proprietorship; or limited liability company.
- (4) Indicate state in which your business is organized.
- (5) Enter address of entity.
- (6) Full legal name of Individual, Partnership, Corporation, Sole Proprietorship, or Limited Liability Company.
- (7) Signature of Authorized Individual:
  - For Individual (him/herself)
  - For Partnership (one Partner)
  - For Sole Proprietorship (the Owner)
  - For Corporation (an Officer of the Corporation, or duly authorized employee\*)
- (8) Print name of signer.
- (9) Enter the Title of the Signer.
- (10) Enter the Date the document is signed.
- (11) Signature of witness, if required.
- (12) Enter the name of a 2<sup>nd</sup> Officer of the Corporation, or duly authorized employee\*
- (13) Enter the title of the Officer listed on line 12.
- (14) Enter the name of the Corporation.
- (15) Enter the Province of Incorporation.
- (16) Enter the name of the Officer on line 7 and 8.
- (17) Enter the title on line 9.
- (18) Enter the City in which the Power of Attorney is being completed.
- (19) Enter the Date the document is signed.
- (20) Enter the signature of the 2<sup>nd</sup> Officer, or duly authorized employee\*
- (21) List of names of partners.

\*DULY AUTHORIZED EMPLOYEE, i.e., empowered by the employer to execute a U.S. Customs Power of Attorney and so certified by copies of the Empowering Charger of Incorporation or a copy of the minutes of a meeting of the Board of Directors listing individuals with authority to sign on behalf of the Corporation.