



Ocean Import Requirements:

- 1) **Importer of Record must have a continuous bond already established before the first shipment departs the foreign port.**
 - a. If no existing bond, we can assist you in applying for one.
- 2) **Importer Security Filing (ISF) or “10+2” Initiative**
 - a. It is a Customs and Border Protection (CBP) regulation that requires importers and vessel operating carriers to provide additional advance trade data to CBP for non-bulk cargo shipments arriving into the United States by vessel.
 - b. **ISF MUST be filed 24 hours prior to the vessel’s departure from the foreign port**
 - i. Failure to file in a timely manner may result in a fine of up to \$5000 USD.
 - c. **We ask our clients to submit ISF form to us with 72 hours prior to vessel’s departure to allow enough time for us to review all information is correct.**
 - d. Please find ISF Format attached.
- 3) **Documents required:**
 - a. Commercial Invoice
 - b. Packing List
 - c. ORIGINAL Fumigation Certificates (if applicable)
 - d. ORIGINAL APHIS Certificate (if applicable)
 - e. ORIGINAL Country of Origin Certificate (if applicable)
 - f. ORIGINAL Bill of Lading (if applicable)
- 4) **Document Due Dates:**
 - a. ISF Form – 72 hours prior to vessel’s departure
 - b. Commercial Invoice – 2 or 3 days after vessel’s departure
 - c. Packing List – 2 or 3 days after vessel’s departure
 - d. Copies of:
 - i. Fumigation Certificates, APHIS certificates, Country of Origin Certificate, Bill of Lading – As soon as possible.
 - e. Original documents:
 - i. **All required original documents must be mailed to us and must be delivered to us 6-7 days prior to vessel’s arrival to destination port, ESPECIALLY for perishable commodities.**
- 5) **Bill of Lading – Original vs. Copy**
 - a. Original Bill of Lading is required ONLY if it is not “Telex/Express” released.
 - i. “Telex/Express Release” is having the Bill of Lading electronically released. This is usually done by the shipper/exporter/forwarder.
 - b. If the Bill of Lading is “Telex/Express” released, we only need a copy of the Bill of Lading.
 - c. **It is very important that one or the other is done; if we don’t have the original copy or if it has not been express released; the steamship line will NOT release the cargo to us upon arrival.**