

ISF 10+2 Filing Instructions for website filingisf.com

Buyer Info:

ISF Filer needs to provide the complete name, address, city, state, zip code, telephone and fax #, and email address of the person or company that is importing the cargo into the United States.

Buyer Tax I.D. :

ISF Filer needs to provide the Tax I.D. Number, such as: IRS Number / Employer Identification Number / Social Security Number / Custom Assign Number, of the person or company that is importing the cargo into the United States.

Important: ISF Filer needs to provide the Federal Tax Identification Number... not the state or local number.... Must be the Federal Tax I.D. Number.

Buyer Import Bond # :

ISF Filer needs to provide the complete name, address, city, state, zip code, telephone and fax #, and email address of the person or company that will Custom Clear the imported cargo that will be arriving into the United States. This means this person or company will be responsible for the payment of all US imported duties and taxes to the U.S. Custom Department.

Important: If the person or company that will be responsible for the payment of import duties and taxes is the Buyer. If so, then ISF Filer would put "Same Buyer" Highly Recommend: We strongly recommend that all importer(s) purchase an annual / yearly Continuous Import Bond (CTB - Activity 1 Bond)

Ship To / Receiver:

ISF Filer needs to provide the complete name, address, city, state, zip code, telephone and fax number of the first person or company that will be receiving the imported cargo that will be arriving into the United States.

Important: The person or company that will be receiving the imported cargo maybe the same as the Buyer. If so, then ISF Filer would put "Same Buyer"

Important: If more than one company will be receiving this cargo or container. Please provide the first company that will receive the cargo or container. We need the complete company name, address, city, state and zip code of this company receiving the cargo or container.

Buying From (Oversea Seller):

ISF Filer needs to provide the complete name, address, city, state or province, postal code, telephone and fax number of the person or company that sold the product or commodity that is being imported into the United States.

Manufacturer:

ISF Filer needs to provide the complete name, address, city, state or province, postal code, telephone and fax number of the person or factory that made or produce the product or commodity that is being imported into the United States. Important: For textiles we need the factory that manufactured the fabrics. The complete name, address, city, state or province, postal code, telephone and fax number of that person or factory.

Important: The person or factory that made or produced the product or commodity maybe the same person or factory as the oversea seller. If so, then ISF Filer would put "Same As Buying From (Oversea Seller)"

Country of Origin:

ISF Filer needs to provide the country where the imported cargo / commodity are being imported from.

Tariff Code / HTS / HTC:

ISF Filer needs to provide the HTC (Harmonized Tariff Code) or HTS (Harmonized Tariff Schedule) for the product / commodity that is being imported into the United States.

Absolutely Important: The US Custom needs the "Ten- (10)- Digits" of the Tariff Code (HTS / HTC) for the imported cargo.

Important: Here is a direct link to the complete list of the U.S. Harmonized Tariff Code & Schedule (<http://www.usitc.gov/tata/hts/bychapter/index.htm>)

Important: If ISF Filer does not know where to locate or what the Harmonized Tariff Code of the commodity / good that is being imported but it is the same commodity that was previously imported. Then, ISF Filer can go to their previous US entry filing document (CBP 7501 – Entry Summary) to locate the Harmonized Tariff Code.

The Tariff Code (HTC/HTS) are sequenced in 4-digits.2-digits.4-digits (1234.56.7890)

Here is a link to the Customs Border and Protections CBP 7501 Entry Summary form (http://forms.cbp.gov/pdf/CBP_Form_7501.pdf)

Container Stuffing Location:

ISF Filer needs to provide the complete name, address, city, state or province, postal code, telephone and fax number of the person or company that loaded the imported cargo into the container.

Important: If the person or company that loaded the container can and maybe the same person or company as the manufacturer or oversea seller. If so, the ISF Filer would put "Same Manufacturer"

Consolidator / Stuffer:

ISF Filer needs to provide the complete name, address, city, state or province, postal code, telephone and fax number of the person or company that loaded the imported cargo into the container.

Important: If the person or company that loaded the container can and maybe the same person or company as the manufacturer. If so, the ISF Filer would put "Same Manufacturer"

Bill of Lading:

ISF Filer needs to provide the Bill of Lading (MBL / HBL / BOL / BL / Lading) number for the shipment that is about to depart or leave the origin port. The bill of lading is considered vital and crucial information in filing the ISF since this will become the linked number when the ISF is submitted and filed with US Custom. The Bill of Lading number will only be issued by the vessel operators / shipping-line / steamship / freight carriers when the cargo(s) or container(s) is officially in the control, possession, or hands of the vessel operators and/or steamship line.

With the Bill of Lading number in hand the ISF Filer, importer or consignee can at least be assured that the cargo(s) or container(s) has been delivered by the vendor, supplier, or oversea seller to the freight carrier for departure.

Important: ISF Filer must ask, request, and/or demand this Bill of Lading number from there vendor, supplier, or oversea seller.

Please see the attached sample of a Bill of Lading (MBL / HBL / BOL / BL / Lading).

Important: The Bill of Lading number can either be the Master Bill of Lading (MBL) number or House Bill of Lading (HBL) number, either B/L number is acceptable for ISF filing.

Is This Full Container:

ISF Filer needs to answer whether this shipment is a Full Container Load or not. Full Container load can be standard container or reefer container (refrigerated) load, here are types of containers size: 40ft Container, 20ft Container, 40ft High Cube (HC/HQ) Container, or a 45ft Container Load.

Important: The reason ISF Filer needs to provide this information is because US Custom needs to know in the ISF Filing what type of Mode of Ocean Transportation (MOT) the imported cargo is coming into the United States ports.

Quantity Cartons:

ISF Filer needs to provide the total quantity of the products, commodities, or goods that is being imported in this shipped.

Contact Info:

ISF Filer needs to provide the complete name, address, city, state, zip code, telephone and fax number, and email address of themselves since the ISF Filer inputted the data.

Service Agreement / Disclaimers:

ISF Filer needs to review, read, and understand the Service Agreement / Disclaimers before submitting any data to filingisf.com

Comments:

If ISF Filer has any questions, suggestions, or comments about the website or service which can improve the quality and service of filingisf.com, the Management of usimportbond.com and www.filingisf.com welcomes all suggestions and comments from our value customers.

Important: The Management of usimportbond.com and filingisf.com do read all suggestions and comments recommended by the public.