

Customs Broker Verification of an Importer's Identity

A. Minimum Information That the Customs Broker Is Required To Collect From the Client
Proposed paragraph (c) of section 111.43 identifies the information that the customs broker is **required** to collect from the client at the time the POA is obtained by the broker. The broker collects this information to verify the client's identity.

At the time the POA is obtained by the broker, the broker must collect, at a minimum, the following information from the client, if applicable:

- (1) The client's name;
- (2) For a client who is an individual, the client's date of birth;
- (3) For a client that is a partnership, corporation, or association, the grantor's date of birth;
- (4) For a client that is a partnership, corporation, or association, the client's trade or fictitious names;
- (5) The address of the client's physical location (for a client that is a partnership, corporation, or association, the physical location would be the client's headquarters) and telephone number;
- (6) The client's email address and business website;
- (7) A copy of the grantor's unexpired government-issued photo identification;
- (8) The client's Internal Revenue Service (IRS) number, employer identification number (EIN), or importer of record (IOR) number;
- (9) The client's publicly available business identification number (e.g., Data Universal Numbering System (DUNS) number, etc.);
- (10) A recent credit report;
- (11) A copy of the client's business registration and license with state authorities;
- (12) The grantor's authorization to execute power of attorney on behalf of client.

U.S. Customs Brokers Power of Attorney Instructions

What is a Power of Attorney?

A power of attorney is a legal instrument authorizing an entity or person to act as the attorney or agent of the grantor. Affan Ali CHB **requires** all its clients to provide a valid power of attorney in order that we may transact U.S. Customs Business as required by law or regulation on our client's behalf.

Power of Attorney facts:

U.S. Customs business as referred to includes but is NOT limited to: to make, endorse, sign, declare or swear to any request for immediate delivery, entry, withdrawal, declaration, certificate, bill of lading, protest, affidavit or document required for drawback or clearance of merchandise into the U.S. or other action performed on behalf of the principal as required by law or regulation.

Powers of Attorney may be granted by both resident and non resident individuals, partnerships, corporations and sole proprietorships.

Powers of attorney should be executed on the Affan Ali CHB general power of attorney form which includes the terms and conditions prescribed In customs Form 5291.

The original signed and sealed power of attorney must be forwarded to;

**Affan Ali CHB
6 Bay PI
Lindenhurst, NY 11757**

Employee Identification Number (EIN) – Pre-printed documentation received from the U.S. Department of Treasury, i.e. Internal Revenue Service (IRS), within the last 12 months that reflects the proper EIN and company name.

Examples of IRS tax documentation include the following: 147C, 1040, 2363, 941/941V, SS-4, 1065, 8109/8109C, 7004, 355-ES, 1096, 1120/1120S, etc. You can call 1-800-829-0115 in order to obtain EIN verification (form 147C) if necessary. THE ABOVE DOCUMENTS MUST BE RECEIVED FROM THE IRS, U.S. DEPARTMENT OF TREASURY.

Note: W-9 applications, SS-4 applications, State documents, and any documentation submitted to the IRS are unacceptable.

U.S. Customs Brokers Power of Attorney Instructions for Partnerships, Individuals or Sole Proprietorships

- 1 Federal I.D. number (IRS#) or U.S. Customs-assigned number.
- 2 Check appropriate box.
- 3 Full individual name or if a partnership, the full name of all partners (Addendum may be used).
If a limited partnership, show the firm name and all of the general partners (Addendum may be used.)
- 4 Not Applicable
- 5 Show "Individual", "Partnership", "Limited Partnership", or "Limited Liability Corporation" (if a Limited Partnership, U.S. Customs regulations require that copy of the partnership agreement accompanies the Power of Attorney).
- 6 If operating under a name other than the name in #3 above, show the second name here.
- 7 Residential address of the person signing on line #10.
- 8 Complete business address including state or province and sip/postal code.
- 9 Complete corporate name as in #3.
- 10 Typed name and signature of individual or one partner.
- 11 Legal capacity of signer (e.g., "Individual", "General Partner", "President", etc.)
- 12 Date signed.
- 13 Typed name and signature of two witnesses to above signature.
NOTE: This is an optional requirement.
- 14 Not Applicable.
- 14 NOTE: All Powers of Attorney other than corporations should be notarized by a Notary Public.

CUSTOMS POWER OF ATTORNEY

Federal ID or SIS Number: _____ (1)

Legal Name of Signatory: _____

Email Address: _____

Phone Number: _____

Check appropriate box:

- Individual
- Partnership (2)
- Corporation
- Sole Proprietorship

KNOW ALL MEN BY THESE PRESENTS: That, _____ (3)

(Full Name of person, partnership, or corporation, sole proprietorship; Identify)

a corporation doing business under the laws of the State/Province of _____ (4) or a _____ (5)

doing business as _____ (6) residing at _____ (7)

having an office and place of business at _____ (8), hereby constitutes and appoints each of

The following persons: *Affan Ali CHB., its heirs and assigns, through any of their licensed officers and duly Empowered employees.*

as a true and lawful agent and attorney of the grantor named above for and in the name, place, and stead of said grantor from this date an in ALL Customs Districts, and in no other name, to make, endorse, sign, declare, or swear to any entry, withdrawal, declaration, certificate, bill of lading, or other document required by law or regulation in connection with the importation, transportation, or exportation of any merchandise shipped or consigned by or to said grantor; to perform any act or condition which may be required by law or regulation in connection with such merchandise; to receive any merchandise deliverable to said grantor.

entering, clearing, lading, unlading, or operation of any vessel or other means of conveyance owned or operated by said grantor.

To authorize other Customs Brokers to act as grantor's agent; to Receive, endorse and collect checks issued for Customs duty refunds in grantor's name drawn on the Treasury of the United States; if the Grantor is a nonresident of the United States, to accept service of process behalf of the grantor and to appoint subagents.

To make endorsement on bills of lading conferring authority to make entry and collect drawback, and to make, sign, declare or swear to any statement, supplemental statement, schedule, supplemental schedule, certificate of delivery, certificate of manufacture, certificate of manufacture and delivery, abstract of manufacture records, declaration of proprietor on drawback entry, declaration of exporter on drawback entry, or any other affidavit or document which may be required by law or regulation for drawback purposes, regardless of whether such bill of lading, sworn statement, schedule, certificate, abstract, declaration, or other affidavit or document is intended for filing in said port or in any other customs district.

And generally to transact at the customs houses in any district any and all customs business including making, signing, and filing of protest under section 514 of the Tariff Act of 1930, in which said grantor is or may be concerned or interested and which may properly be transacted or preformed 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; the foregoing power of attorney to remain in full force and effect until the _____ day of _____ 20____ or until notice of revocation writing is duly given to and received by a District Director of Customs, if the donor of this power of attorney is a partnership, the said power shall in no case have any force or effect after the expiration of: 2 years from the date of execution.

To sign, seal, and delivery for and as the act of said grantor any bond required by law or regulation in connection with the entry of 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 in connection with the entry of merchandise.

Grantor acknowledges receipt of Affan Ali CHB. terms and conditions of service governing all transactions between the parties. The Terms and Conditions of Service are found on the back of the Affan Ali CHB.

To 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

If you are the Importer of Record, payment to the broker will not relieve you of liability for Customs charges 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 "U.S. Customs Service." Importers who wish to utilize this procedure must contract our office in advance to arrange timely receipt of checks.

IN WITNESS WHEREOF, the said _____ (9)

has caused these presents to be sealed and signed: (Name & Signature) _____ (10)

(Capacity) _____ (11) (Date) _____ (12)

WITNESS: _____ (13) _____ (13)

_____ (14)

Customs Form 5291 (120195)

(Corporate seal)*(Optional)