

U.S Resident Importer POA Instructions

How to fill out?

1. At the top left corner box input **Social Security Number**
2. At the top right corner select “**An Individual**”
3. **KNOW ALL MEN BY (3)**, pls fill out with you first and last name.
4. In **the Doing business as** box input your first and last name.
5. **Under the laws of (4)** pls select the U.S state initials.
6. **Place of business (5)**, here goes your US destination address.
7. **(6)** This is the effective time for the POA to be used, pls select “**Revoked**” so we have time until the shipment arrives.
8. At the bottom of the page there is a line with the **(signature)** request; pls hand sign.
9. Under **(capacity or title (7))** click the drop-down arrow and select “**Self**”.
10. Under **(print name)** pls put in you name before printing.
11. In the last box **(date)**, pls input the date the POA was signed.

POA for Non-U.S. Importer

How to fill out?

1. At the top left corner box input your **Passport Number**.
2. At the top right corner select “**An Individual**”
3. **KNOW ALL MEN BY (3)**, pls fill out with you first and last name.
4. In **the Doing business as** box input your first and last name.
5. **Under the laws of (4)** pls select the U.S state initials.
6. **Place of business (5)**, here goes your US destination address.
7. **(6)** This is the effective time for the POA to be used, pls select “**Revoked**” so we have time until the shipment arrives.
8. At the bottom of the page there is a line with the **(signature)** request; pls hand sign.
9. Under **(capacity or title (7))** click the drop-down arrow and select “**Self**”.
10. Under **(print name)** pls put in you name before printing.
11. In the last box **(date)**, pls input the date the POA was signed.

POA Relevant Information

Why is the SSN needed?

More than just registration, the social security number is needed in order to clear the cargo and submit the entry. As the ultimate importer an Identification number is needed to avoid fraud.

Read more relevant information on the below link:

https://help.cbp.gov/s/article/Article-314?language=en_US

As is for personal cargo or **Personal Effects Shipment** and not a physical business your name is needed in the document; also, the US address where the cargo will be received.