



INFORMATIONAL BULLETIN

Importers Security Filing Requirements for U.S. Importers of Record, Per CFR Title 19 Part 149 effective January 26, 2009

**U.S. IMPORTERS ARE REQUIRED TO FILE THE FOLLOWING DATA FOR ALL OCEAN SHIPMENTS TO THE U.S.**

***Tis Information Must be made available to the US Coordinating ISF Branch no later than three U.S. business days prior to vessel lading***

Lowest Level AMS B/L # \_\_\_\_\_ Departure date \_\_\_\_\_  
 Master B/L# (If not the lowest level AMS B/L) \_\_\_\_\_ Arrival date \_\_\_\_\_  
 Purchase Order # \_\_\_\_\_(optional) Unique Ref \_\_\_\_\_(optional)

ISF DATA ELEMENT	Name	Importer of Record Number <small>(See Data Definitions – page 2)</small>
1. ISF Importer of Record		
Address (optional)		
2. Consignee		
Address (optional)		
	Name	Address
3. Seller Name/Address		
4. Buyer Name/Address		
5. Ship To Name/Address		
6. Container Stuffing Location		
7. Consolidator (stuffer) Name/Address		

*Manufacturer/Supplier, Country of Origin, and HTUSA number must be linked at the line level*

Part Number <small>(Optional)</small>	Description <small>(Optional)</small>	8. Country of Origin	9. Manufacturer/Supplier <small>(name/Address)</small>	10. HTS # 6 digit Up to 10

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Data Definitions	Potential Source
1. <b>Importer of record number.</b> Internal Revenue Service (IRS) number, Employer Identification Number (EIN), Social Security Number (SSN) or CBP assigned number of the entity liable for payment of all duties and responsible for meeting all statutory and regulatory requirements incurred as a result of importation.	Importer
2. <b>Consignee number(s).</b> Internal Revenue Service (IRS) number, Employer Identification Number (EIN), Social Security Number (SSN), or CBP assigned number of the individual(s) or firm(s) in the United States on whose account the merchandise is shipped.	Importer
3. <b>Seller</b> name and address. Name and address of the last known entity by whom the goods are sold or agreed to be sold. If the goods are to be imported otherwise than in pursuance of a purchase, the name and address of the owner of the goods must be provided. (The party required for this element is consistent with the information required on the invoice of imported merchandise. See 19 CFR 141.86(a)(2)).	Supplier/Importer
4. <b>Buyer</b> name and address. Name and address of the last known entity to whom the goods are sold or agreed to be sold. If the goods are to be imported otherwise than in pursuance of a purchase, the name and address of the owner of the goods must be provided. (The party required for this element is consistent with the information required on the invoice of imported merchandise. See 19 CFR 141.86(a)(2)).	Supplier/Importer
5. <b>Ship to</b> name and address. Name and address of the first deliver-to party scheduled to physically receive the goods after the goods have been released from customs custody.	Supplier/Importer
6. <b>Container stuffing location.</b> Name and address(es) of the physical location(s) where the goods were stuffed into the container. For break bulk shipments, the name and address(es) of the physical location(s) where the goods were made "ship ready" must be provided.	Supplier/NVOCC
7. <b>Consolidator (stuffer)</b> name and address. Name and address of the party who stuffed the container or arranged for the stuffing of the container. For break bulk shipments, the name and address of the party who made the goods "ship ready" or the party who arranged for the goods to be made "ship ready" must be provided.	Supplier/NVOCC
8. <b>Country of origin.</b> Country of manufacture, production, or growth of the article, based upon the import laws, rules and regulations of the United States.	Importer
9. <b>Manufacturer name and address.</b> Name and address of the entity that last manufactures, assembles, produces, or grows the commodity or name and address of the supplier of the finished goods in the country from which the goods are leaving. In the alternative, the name and address of the supplier.	Supplier/Importer
10. <b>Commodity HTSUS number.</b> Duty/statistical reporting number under which the article is classified in the Harmonized Tariff Schedule of the United States (HTSUS). The HTSUS number is required to be provided to the six-digit level.	Importer

### DISCLAIMER



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### **Implementation Suggestions For U.S. Importers**

- 1) Regardless of any relationship you may have or responsibilities you have placed on the Carrier, Freight Forwarder/ 3PL, or Customs Broker, Importers of Record are held responsible to comply with these requirements by U.S. Customs, who began enforcing these requirements in 2013.
- 2) This Data must be transmitted and accepted prior to movement. The reason Bansard-Anker requires this information 3 days prior to vessel departure is, once the steamship line has accepted the shipment, it is very difficult, or not possible to halt the loading of the shipment onboard, if the data is late or not compliant.
- 3) U.S. Importers of Record should take proactive steps to prevent these violations. Suggestions include notifications of sellers' responsibilities to make this data available on a timely basis, on quote requests, purchase orders, order confirmations, and booking notices. In addition, any contracts, promise dates, or service/supply orders that relate to any ocean shipments should provide for these requirements.
- 4) The U.S. Importer should ensure any personnel, including employees, contractors, or sales and marketing personnel that participate in international supply chain imports to the U.S. should receive training and materials to ensure they understand the company's import compliance responsibilities.
- 5) Any contracts and other outsourced activity with service and carrier providers should include documented processes that are acknowledged by both parties as to how the ISF will be filed and who is responsible. The import Power of Attorney will include a notification of Importers' responsibility, This Power of Attorney supersedes all other documents.
- 6) **In the event of a violation, U.S. Customs and Border Protection will subject the Importer of Record to claim(s) for liquidated damages in the amount of \$5000.00 per violation.** Non filing of ISF may result in CBP withholding release and or seizure of your goods. Since the Bond is affected, it could also subject the Importer of Record to denial of Bonds by the surety company.

**Source:** [https://www.cbp.gov/sites/default/files/documents/import\\_sf\\_carry\\_3.pdf](https://www.cbp.gov/sites/default/files/documents/import_sf_carry_3.pdf)

<https://www.federalregister.gov/documents/2016/07/06/2016-15687/definition-of-importer-security-filing-importer>