

APPENDIX C

COURIER/BROKER/IMPORTER NOTIFICATION

In order for the couriers and the accounting parties to properly account for all shipments this standard notification must be returned to the appropriate courier with all supporting documents within five business days according to the provisions of the MOU. This sheet should be signed off by the returning Importer or Broker and Courier and retained to satisfy CCRA in compliance audits.

Courier name: _____

Broker name: _____

Shipment ID number: _____

Date of LVS consist report: _____

Importer name: _____

Port:

Please check off the appropriate action required:

- We are not the Importer's Broker (*see #1 below*)
- Consignee shown is not the true Importer (*see #2 below*)
- Other (record details in comments)

1. Correct broker: (if known) _____

2. Correct importer: (if known) _____

For further information, contact: _____

Phone number: _____

Comments: (*any additional information or exceptions to be noted*)

Broker or Importer

Name (please print)

Signature/date

Approved and consist sheet update

Received by Courier

Name (please print)

Signature/date

Denied (see comments)