

BENNETT INTERNATIONAL TRANSPORT, LLC  
1001 Industrial Parkway McDonough GA 30253  
770-957-1866 x 394- P 678-569-1268-F  
[tricia.reynolds@bennettig.com](mailto:tricia.reynolds@bennettig.com)

## **ISF 10+2 INSTRUCTIONS**

PROVIDE THE FOLLOWING DOCUMENTS **AT LEAST 72 HOURS PRIOR TO VESSEL LOADING:**

- COMMERCIAL INVOICE
- PACKING LIST
- BOOKING DETAILS (MUST INCLUDE LOWEST LEVEL B/L)

IF THE ABOVE DOCUMENTS CONTAIN ALL OF THE BELOW, THEN THIS IS ALL THAT IS NEEDED FOR ISF. IF NOT, PLEASE SEE ATTACHED FORM.

THE ATTACHED FORM MAY BE USED IN LIEU OF THE COMMERCIAL INVOICE / PACKING LIST

PLEASE FILL IN BLANKS FOR MISSING INFORMATION ONLY.

- Manufacture (Supplier) Name and address
- Seller name and address
- Buyer name and address
- Ship to name and Address
- Container Stuffing Location
- Consolidator (Stuffer) name and address
- Importer IRS Number (IRS, SSN, Customs Assigned Number)
- Consignee Identification Number (IRS, SSN, Customs Assigned Number)
- Country of Origin
- Commodity HTS (6 Digit Level)

NOTE:

IF INFORMATION IS TO BE THE SAME FOR EACH IMPORT COMING FROM THIS SUPPLIER TO THIS IMPORTER YOU MAY NOTE "BLANKET FORM" ON THE ATTACHED FORM. THIS WILL BE KEPT ON FILE FOR EACH SHIPMENT CONTAINING THE SAME MANUFACTURE / IMPORTER AND USED FOR FUTURE IMPORTS

IF ANY OF THE ABOVE INFORMATION CHANGES ON A FUTURE IMPORT, YOU MUST REPORT THIS TO ME IN ADVANCE.

ALL INFORMATION IS NEEDED 72 HRS PRIOR TO VESSEL LOADING.

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## **ISF 10+ 2 FORM**

IS THIS FORM INTENDED TO BE USED AS A “BLANKET FORM” FOR FUTURE FILINGS

FROM THIS MANUFACTURE TO THIS SUPPLIER? : YES OR NO

1. Manufacture (Supplier) Name:

Address:

City: State: Zip: Country:

2. Seller Name:

Address:

City: State: Zip: Country:

3. Buyer Name:

Address:

City: State: Zip: Country:

4. Ship to Name:

Address:

City: State: Zip: Country:

5. Container Stuffing Location/ Name:

Address:

City: State: Zip: Country:

6. Consolidator (Stuffer) Name:

Address:

City: State: Zip: Country:

7. Importer IRS Number (IRS, SSN, Customs Assigned Number):

8. Consignee Identification Number (IRS, SSN, Customs Assigned Number, D&B #):

9. Country of Origin:

10. Commodity HTS (6 Digit Level):

IF INFORMATION IS PROVIDED ON COMMERCIAL INVOICE, YOU MAY ELECT TO LEAVE BLANK OR FILL IN “CI” IN THAT FIELD ALL FOREIGN ADDRESS MUST INLCUDE ZIP CODE WHERE APPLICABLE

QUESTIONS: CALL 770-957-1866 x 394 TRICIA REYNOLDS, CHB

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## **SUMMARIZED CBP DEFINITIONS-ELEMENTS FOR ISF (10+2)**

**MANUFACTURER (SUPPLIER) NAME AND ADDRESS** - Name & address to be reported are of the entity that last manufactures, assembles, produces, or grows the commodity; Not known and cannot be determined through DUE DILIGENCE, or may not apply, then report the name and address of the supplier of the finished goods in the country from which the goods are leaving.

**SELLER NAME AND ADDRESS**: Last known entity by whom the goods are sold or agreed to be sold; if no sale then the name and address of the owner is to be reported.

**BUYER NAME AND ADDRESS**: Last known entity to which the goods are sold or agreed to be sold: No Sale, owner report the owner of the goods

**SHIP TO NAME AND ADDRESS**: Report the First deliver to party scheduled to physically receive the goods after release from Customs' Custody (3461 Released)

**CONTAINER STUFFING LOCATION**: Name and address of the physical location(s) where the goods were stuffed; for break bulk (LCL) this is the physical location(s) where the goods were made shipment ready

**CONSOLIDATOR (STUFFER) NAME AND ADDRESS**: The Party who stuffed the container or arranged for its stuffing; break bulk goods, it is the shipment ready party

**IMPORTER IRS NUMBER**: (IRS, SSN, Customs Assigned Number):

**CONSIGNEE ID #**: (IRS, SSN, Customs Assigned Number)

**COUNTRY OF ORIGIN**: Country of manufacture, production or growth, based upon the import laws, rules and regulation of the U.S.

**COMMODITY HTS**: This is required at the 6 Digit level but allowed to the 10 digit level.. Commodity Code must be reported for each item on Commercial Invoice.

**BOND HOLDER**: The party who's continuous Bond is being obligated for the Importer Security Filing (ISF)

NOTE:

Importer's continuous Bond will be used for all 10+2 Filings. If no continuous Bond on file, Bennett will file Single Entry Bond and / or use their Bond. (A charge will apply for all Single Entry Bonds or use of Bennett Continuous Bond)

For all details regarding ISF and its requirements you may go to the CBP website <http://cbp.gov> or you may contact me for further information.

\*\*\*\*ALL foreign addresses must include ZIP CODES where applicable.\*\*\*