



TO: Exporting Customer (USPPI/FPPI)

03/02/05

From: Caribbean Shipping Service

Subject: SED Rules and Regulation Changes Effective April 1st 2005

The U.S. Census Bureau has recently adjusted the requirements for filing Shipper's Export Declarations (SED's). Effective on April 1st, 2005 there will be two options for filing SED's. To be in compliance with the Federal Regulations for SED Filing Requirements under CFR 15, Part 30 Section 30.1 –30.99, you can do one of the following:

- 1) You may file the SED direct with the U.S. Census Bureau using AESdirect.gov (Free)
- 2) You may authorize an agent to file the SED through AESdirect.gov on your behalf.

If you are an exporting customer or if you represent a Primary Benefactor of a U.S. Entity that is exporting goods from the U.S. then you are known as an U.S. Principal Party in Interest (USPPI). In order to comply with U.S. Federal Regulations your responsibilities are to submit electronically with the U.S. Census, information regarding the commodities you are exporting via a SHIPPERS EXPORT DECLARATION (SED), as well as maintain documentation to substantiate such shipments for a period of 5 years. The SED is a form used by the U.S. Department of Commerce to control the exports and compile trade statistics.

The SED must be prepared and submitted to the Customs Agent for ALL shipments under the following scenarios:

- The value of any single commodity is greater than \$2,500.00 and the export is:
 - From U.S. To Foreign Countries
 - From U.S. To U.S. Virgin Islands
 - Between U.S. and Puerto Rico
 - From U.S. or Puerto Rico Foreign Trade Zones to Foreign Countries
 - From Puerto Rico to Foreign Countries
 - From U.S. Virgin Islands to Foreign Countries
 - From Puerto Rico to the U.S. Virgin Islands

If you choose to have Caribbean Shipping Service file the SED on your behalf please fill out the attached form and submit back to us no later than March 25th, 2005. (SED Form of Authorization)

If you choose to file your own SED or have a third party file them on your behalf you will need to provide Caribbean Shipping Service with proof of filing (Census ITN or XTN number) for the shipment no later than 24 hours prior to the vessel departure.



If the shipment is qualified as a Routed Export, in which the Foreign Principal Party of Interest (FPPI) controls the movement of the freight, the FPPI must provide Caribbean Shipping Service with, at minimum, the following information:

- USPPI(s) Contact Information including shippers Federal Tax Identification Number
- Country of Ultimate Destination
- Ultimate Consignee contact information
- If the cargo is Hazardous or Not
- Schedule B number or description of commodity being shipped
- Weight and Quantity of shipment per Schedule B or Description
- Value of each Schedule B number or commodity
- Origin of Goods:
 - Domestic – Merchandise grown, produced or manufactured in the U.S.
 - Foreign – Merchandise that has entered the U.S. and is being re-exported in the same condition
- Self-Propelled Vehicles (Autos, Buses, Agriculture or Construction Equipment, Etc.)
 - Copy of Title
 - Vehicle Identification Number (VIN)
 - Product Identification Number (PIN) for items with no VIN
 - Value of vehicle(s) to the nearest dollar
 - Condition of Vehicle – whether it is used or new

It is the primary responsibility of the USPPI or FPPI to have this information to Caribbean Shipping Services no later than 3:00 p.m. one business day prior to the day of sail. **For Saturday and Sunday sailings the information will need to be received no later than 3:00 p.m. on the Friday before sail.**

This information may be faxed to (904)-358-0032 or E-mailed to your normal customer service representative.

❖ Failure to fall with in compliance of these new rules may result in one of the following:

- **If correct documentation of SED not present for the time of loading the shipment will not be able to make that sail.**
- **If loaded to the vessel with incorrect documentation or no documentation you can incur a minimum \$5,000 fine per SED and seizure of your shipment.**



SED Form of Authorization

****Please Complete on Shipper's Letterhead****

I _____, authorize Caribbean Shipping Services, as of _____,
(Authorizing Party or Company Name (USPPI or FPPI)) (Date)
to act as our Forwarding Agent for the purpose of preparing and transmitting the Shipper's Export Declaration (SED) information electronically to the U.S. Census Bureau, Which may be required by law or regulation in connection with the exportation of transportation of any merchandise on behalf of said Authorizing Party. The Authorizing Party certifies that necessary and proper documentation to accurately complete the SED and transmit the information electronically will be provided to the Authorized Forwarding Agent no later than 24 hours prior to the shipments date of departure. If the proper documentation is provided by the Authorizing Party within the required time frame, Caribbean Shipping Service will not be held responsible for U.S. Customs fines or penalties, Ocean Transportation Charges, export delays or other liabilities involved as a result of the SED filing. The Authorizing Party further understands that civil and criminal penalties may be imposed for making false or fraudulent statements or for the violation of any United States laws or regulations on exportation and agrees to be bound by all statements of said agent based upon information or documentation provided by the exporter to the said agent.

Signature: _____ (Authorized Personnel)

Title: _____

Federal ID#: _____

Contact Information: Address _____

Phone: _____

Please submit completed SED Authorization Form to the following address:

Caribbean Shipping Service
25 2nd Street South
Jacksonville Beach, FL 32250
Or Fax: (904 359-0032 or Email: Jbell@Caribbeanshipping.com