



Dear Valued Client,

On behalf of Transmodal Corporation, I would like to thank you for choosing us to facilitate your shipments through U.S. Customs. Transmodal's customs brokerage team prides itself on providing our clients world-class service.

In order to get started, U.S. Customs requires that we obtain a Customs Power of Attorney from each Importer of Record.

A copy of Transmodal's Power of Attorney can be downloaded from our website at [www.transmodal.net/poa](http://www.transmodal.net/poa).

If this is the first time you are filling out a Customs Power of Attorney, please follow these instructions:

#### Instructions for Filling out the Customs Power of Attorney

1. Check the appropriate box that correctly identifies your company structure.
2. Fill out your EIN, IRS, or Social Security Number.
3. Enter the full legal name of the business association or individual.
4. Enter the correct type of association granting this power.
5. Enter the state of incorporation, if appropriate.
6. Enter your business address.
7. Enter the full legal name of the business association or individual.
8. Sign this line
9. Enter your capacity with this business (note: for corporations, you must be a corporate officer or must have explicit authority to grant power of attorney. If you are not a corporate officer, you must furnish proof of this authority.)
10. Enter the date this power is to be effective.
11. Corporations Only- Fill out the appropriate information and have this witnessed by another corporate officer.

Once you have filled out the form, please scan and email to [CHB@Transmodal.net](mailto:CHB@Transmodal.net) and please mail the original Power of Attorney to our office address listed below. U.S. Customs also requires that you included a copy of a government issued photo ID such as Drivers License or Passport.

Once again, thank you for your business.

Sincerely,

Transmodal Trade & Customs Service Team



Transmodal Corporation  
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Tel: (201) 316-1600 ..... Fax: (201) 995-9980 Toll-Free: 1-888-71-CARGO



[www.transmodal.net](http://www.transmodal.net)