

## **Requirements and Procedures for Automating with Customs and Obtaining an International Carrier Bond.**

- Participants in AMS are required to have a Standard Carrier Alpha Code (SCAC) issued by the National Motor Freight Traffic Association, located in Alexandria, VA. If they do not have a SCAC, information can be obtained from the web site: [www.nmfta.org/scac2.htm](http://www.nmfta.org/scac2.htm) or the association can be called at 703-838-1810. Once you have received the confirmation letter for your SCAC code from the National Motor Freight, fax a copy of the letter to U.S Customs, attention Charles Bennett at (703) 921-7173 and indicate if you are a carrier or NVOCC.
  
- AMS participants are also required to have a type 3 Customs International Carriers Bond, initially bond requirements will be set in the amount of \$50,000. However, Port Directors may increase the bond amount at their discretion. If you do not have an International Carriers Bond, contact a surety company from a list of Treasury approved surety companies that are listed at: [www.fms.treas.gov/c570/index.html/](http://www.fms.treas.gov/c570/index.html/) to obtain a bond. Information on the bond requires that foreign entities have a Customs assigned number. Request for Customs Assigned numbers must be made on CF 5106 "Importer ID Input record", the form can be found on the Customs web site: [www.customs.gov](http://www.customs.gov). Completed forms should be sent to the Entry Branch of the local port for input into ACS.
  
- Once this is complete there are three basic ways for an NVOCC to participate in AMS:
  1. Through a service center/port authority:
    - A service center/port authority can transmit the NVOCC's data to Customs.
    - Their data remains confidential from the operating carrier.
    - This is the fastest way to start AMS participation.
  
  2. Purchase a software and communications package from a software vendor:
    - The software vendor will set up required interface software.
    - The NVOCC will have to be certified in AMS prior to submitting actual manifest data.
  
  3. Program their own software interface:
    - This process requires a full AMS certification test be completed prior to submitting actual manifest data.

- Interested participants in the Sea Automated Manifest System (AMS) Program are required to submit a written letter of intention on company letterhead and include a point of contact, name, title, phone number, e-mail address and office location. In addition, please identify your interest in Sea AMS (i.e., becoming a Sea AMS carrier, service center, software vendor, NVOCC, etc.). This letter can be mailed or faxed to the following location:

U.S. Customs Service  
Client Representative Branch  
7501 Boston Blvd.  
Room 211  
ATTN: Sea AMS LOI  
Springfield, VA 22153  
Phone: (703) 921-7500  
FAX: (703) 921-7563

- All NVOCCs and carriers that are in the process of becoming automated and want to submit paper manifests until programming is complete, must receive prior approval from Headquarters to submit paper manifests to Customs. The requests should be sent by email to [kimberly.nott@customs.treas.gov](mailto:kimberly.nott@customs.treas.gov) included in the request should be the SCAC code, proof of bond and the date automation will be implemented.