

Instructions for Completion of the Customs Power of Attorney Form:

- 1) Customs ID #, IRS or EIN# or Social Security #
 - a. Corporation, LLC or Partnership – provide IRS or EIN#
 - b. Individuals or Sole Proprietor with no EIN# - provide SS#
 - c. Foreign corporations – Customs ID # or if none, leave blank
 - d. Foreign Individuals - Customs ID # or if none, provide Passport and/or Visa # with country
- 2) Full Legal Name
 - a. Corporation, LLC or Partnership - Full Legal name of company
 - b. Individuals – Last Name first, then First and Middle Name
 - c. Sole proprietors – same as Individual
- 3) State of incorporation - If an Unincorporated Sole proprietorship, skip and go to (4)
- 4) If doing business under another name ONLY
 - a. Individuals – state “INDIVIDUAL”
 - b. Corporations/Partnerships/LLC – state your company type
- 5) Full Legal Name of DBA
- 6) Residential Address – INDIVIDUALS ONLY – Must be accurate mailing address – No P.O. Boxes
- 7) Business Address – Corporations/LLC/Partnerships/Sole Proprietors– Must be accurate mailing address – No P.O. Boxes
- 8) Full Legal Name of Person Signing (see item 10)
- 9) Signature
- 10) Title of Person Signing
 - a. Corporation – MUST be an officer of the corporation (Pres, VP, Sec or Treas.)
 - b. LLC – ALL Types – MUST be an Officer or Manager with legal right to bind the LLC
 - c. Sole Proprietor or Individual - indicate Sole Proprietor or Individual
- 11) Date

DOCUMENTATION REQUIREMENTS

ALL - Driver's License or Passport of person signing POA

INDIVIDUALS/SOLE PROPRIETORS:

- Social Security Card copy or proof from IRS of SS number

CORPORATIONS/LLCS/PARTNERSHIPS:

- Proof of Incorporation or Articles of Organization or Partnership Agreement or Member Agreement (Validates authorization to legally bind P.O.A.)
- Statement of Information (Declaration of Corporate Officers-Yearly)
- Proof of DBA Filing (stamped and dated by the state where filed)

****If you are a foreign entity, you must complete the corporate certification with TWO Officers' signatures.**

TRADEMARKS

Please indicate if you own or import any trademarked items, by checking one of the two boxes at the bottom of the right-hand column of the form. This statement ONLY pertains to U.S. trademarks. Trademarks not registered in the United States are NOT considered to be trademarks.

Please fax the completed Power of Attorney along with the documentation to us at (213) 680-2715, then mail the original POA to:

**Soo Hoo Customs Broker
205 S. Broadway, Suite 708
Los Angeles, CA 90012
(213) 680-0083**

CUSTOMS POWER OF ATTORNEY

Customs ID #, IRS# , EIN#, or SS#:

(1) _____

Check Appropriate Box:

- Individual
- Sole Proprietor
- Corporation
- Foreign Resident or Foreign Corporation
- Partnership
- Limited Liability Partnership (LLP)
- Limited Liability Corporation (LLC)

KNOW ALL MEN BY THESE PRESENTS: That (2) _____,
 a corporation doing business under the laws of the state of (3) _____, or a (4) _____ doing business
 as (5) _____, residing at (6) _____
 _____, having an office and place of business at (7) _____
 _____ hereby constitutes and appoints:

Angela M. Soo Hoo DBA Soo Hoo Customs Broker is hereby designated as my attorney in fact to act through its licensed officers and employees, affiliates, subagents and lawful designees as my attorney in fact , and its duly authorized agents as a true and lawful agent(s) and attorney(s) of the grantor named above for and in the name, place, and stead of said grantor from this date, and in all states of the United States and United States Customs Districts, and in no other name, to conduct all of affairs and to exercise all of legal rights and powers, and anything whatever requisite and necessary to be done incident to the exportation, importation, transportation, movement, clearance, lading and unlading of merchandise handled for grantee by **Angela M. Soo Hoo DBA Soo Hoo Customs Broker** including:

To sign and swear to any document and to perform any act that may be necessary or required by law or regulation in connection with the transportation, importation, exportation, entering, clearing, lading, unlading, or operation of any vessel or other means of conveyance owned or operated by the said grantor;

To make, endorse, sign, declare, or swear to any export declarations, U.S. shipper's export declaration, export documents, entry, withdrawal, declaration certificate, bill of lading, carnet or other document required by law or regulation in connection with the transportation, exportation, or importation, of any merchandise shipped or consigned by or to said grantor; to perform any act or condition which may be required by law or regulation in connection with such merchandise; to receive any merchandise delivered to said grantor;

To authorize and designate subagents and to execute powers of attorney on behalf of the grantor delegating full power and authority hereunder and specifically to authorize and designate a Customs Broker(s) and to execute powers of attorney on behalf of the grantor designating a Customs Broker(s) to act as grantor's agent; to authorize such Customs Broker(s) to receive, endorse and collect checks issued for Customs duty refunds in grantor's name drawn on the Treasurer of the United States; if the grantor is a nonresident of the United States, to accept service of process on behalf of the grantor; and to authorize such Customs Broker(s) to generally transact at the custom house in any district any and all customs business, including making, signing, and filing of protests under Section 514 of the Tariff Act of 1930, in which said grantor is or may be concerned or interested and which may properly be transacted or performed by an agent and attorney, giving to said agent and attorney full power and authority to do anything whatever requisite and necessary to be done in the premises as fully as said grantor could do if present and acting, hereby ratifying and confirming all that the said agent and attorney shall lawfully do by virtue of the presents; to make endorsements on bills of lading conferring authority to transfer title, make entry or collect drawback and to make, sign, declare, or swear to any statement, supplemental statement, schedule, supplemental schedule, certificate of delivery, certificate of manufacture, certificate of manufacture and delivery, abstract of manufacturing records, declaration of proprietor on drawback entry, declaration of exporter on drawback entry or any other affidavit or document which may be required by law or regulation for drawback purposes, regardless of whether such bill of lading, sworn statement, schedule, certificate, abstract, declaration or other affidavit or document is intended for filing in any customs district or U.S. federal or state agency;

To sign, seal, and deliver for and as the act of said grantor any bond required by law or regulation in connection with the entry or withdrawal of imported merchandise or merchandise exported with or without benefit of drawback, or in connection with the entry, clearance, lading, unlading or navigation or any vessel or other means of conveyance owned by or operated by said grantor, and any and all the bonds which may be voluntarily given and accepted under applicable laws and regulations, consignee's and owner's declarations provided for in section 485, Tariff Act of 1930, as amended, or affidavits in connection with the entry of merchandise:

Angela M. Soo Hoo DBA Soo Hoo Customs Broker shall notify the grantor of the name of any Customs Broker(s) designated hereunder; by executing this power of attorney, the grantor acknowledges that all fees and expenses of the designated Customs Broker(s) shall be billed and collected by **Angela M. Soo Hoo DBA Soo Hoo Customs Broker** and the grantor waives any requirement of an invoice or statement of the brokerage charges under 19 CFR 111.36; nothing here in shall be construed as preventing the grantor from directly communicating with the designated Customs Broker(s);

By executing this power of attorney, the grantor acknowledges receipt and consent to the "Terms and Conditions of Service" annexed hereto and of the following notice required to be given pursuant to 19 CFR 111.29(b)(1): *If you are the importer of record, payment to the broker will not relieve you of liability for Customs charges (duties, taxes, or other debts owed Customs) in the event the charges are not paid by the broker. Therefore, if you pay by check, Customs charges may be paid with a separate check payable to "U.S. Bureau of Customs & Border Protection" which will be delivered to Customs by the broker.*

The forgoing power of attorney to remain in full force and effect until revoked or until notice is given to **Angela M. Soo Hoo DBA Soo Hoo Customs Broker** by the appropriate authority. Where the grantor is a "Partnership," "Limited Liability Partnership" or a Limited Liability Corporation," the signatory certifies it has full authority to execute this on behalf of the grantor and the said power shall in no case have any force or effect after the expiration of 2 years from the date of its execution.

I hereby certify the following:

- 1. I/my company IS or IS NOT importing any goods or packaging bearing a trademark pursuant to the laws of the United States
- 2. I/my company IS or IS NOT importing goods or packaging bearing a trademark(s) pursuant to the laws of the United States which trademark(s), to the best of my/our information, knowledge and belief, is/are genuine. I have the legal right to import and/or use these goods or packaging in the United States.

I make this certification for the benefit of both **Angela M. Soo Hoo DBA Soo Hoo Customs Broker** and the owner of any trademark at issue herein. I certify that the foregoing is true and correct.

IN WITNESS WHEREOF, the said (8) _____

caused these presents to be sealed and signed: (Signature) (9) _____

Capacity or Title (10) _____ - _____ Date: (11) _____

Witness: _____

(Corporate Seal)