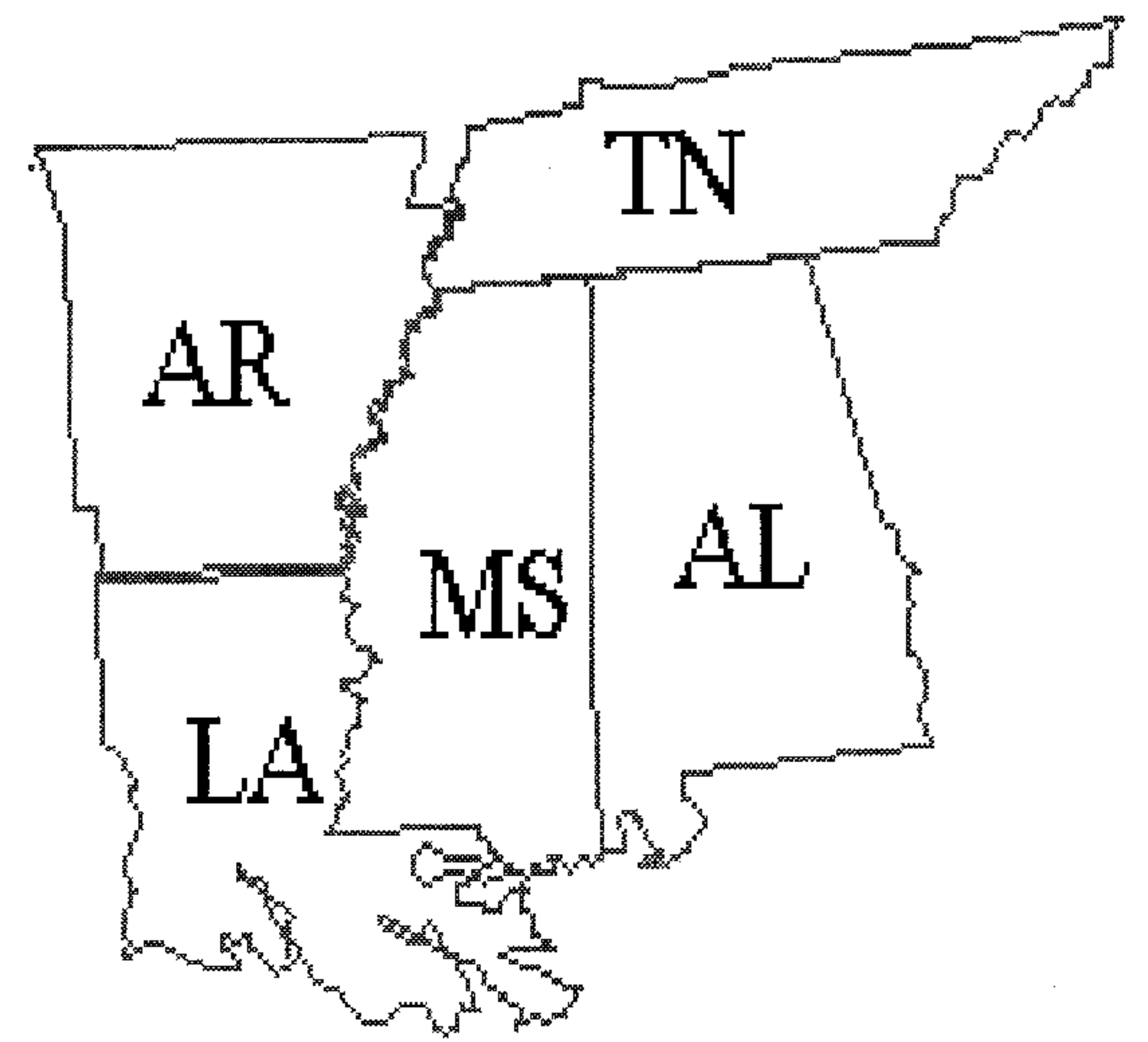


Southern Currents



Notice to the Area Port of New Orleans Trade Community

Date: December 20, 2013

No.: 14-003

SUBJECT: Single Transaction Bond (STB) Requirements (Activity Code 1)

U.S. Customs and Border Protection recently updated the Customs Bond (CBP Form 301) procedures. The purpose of this notice is to provide instructions to ensure the CBP Form 301 is correct and complete at time of entry. Below are some of the key areas that Customs and Border Protection (CBP) is verifying for completeness and accuracy:

Section I

Ensure the box is checked [x] identifying the bond type as *Single Transaction Bond*.

Ensure that the correct entry number is shown in the “Identification of transaction secured by this bond” box on the CBP Form 301; the entry number shown in “Identification of transaction secured by this bond” box must always match the entry number listed on the CBP Form 3461 and/or CBP Form 7501.

Ensure that a date is shown in the “Execution date” box; this is the date the bond was signed by the principal or attorney-in-fact.

Ensure that a date is shown in the “Date of Transaction” box (see 19 CFR 113.26 (b)); the transaction date is the date of bond coverage and should be the same as the entry date. A STB is effective on the date of the transaction on the CBP Form 301. The merchandise **must** be covered by a bond at the time of entry, not later at entry summary.

Section II

Ensure the correct activity code is checked [x]. For this notice: Importer or broker – Activity Code 1.

Ensure the bond amount as seen in the “limit of liability” box is sufficient and is the bond amount required by CBP; one times the entered value plus duties, taxes and fees (or) three times the entered value if subject to other agency requirements or is restricted merchandise.

In the principal area of the form, verify the principal’s full legal name, complete street address (P.O. Box will not be accepted) and importer number (IRS number, social security number or CBP assigned number) are present on the STB.

The STB should have the authorized signature of the principal with their name and title – a broker may also sign. If the broker signs, it must state: John Doe, ABC Broker, Attorney-in-Fact. Facsimile signatures are authorized for usage on the CBPF 301.

Ensure the complete name and address of surety and the surety code are correct on the CBP Form 301.

Ensure the Surety Agent's name and signature is shown in the surety agent's box; the agent ID number box should list the surety agent's social security number.

Please confirm all of the above items on the CBP Form 301 are accurate and match the information on the CBP Form 3461 and/or CBP Form 7501. Entries and entry summaries will be rejected for incorrect or incomplete information which could result in the delay of release of cargo or liquidated damages.

Any questions or concerns regarding the information contained in this notice may be directed to Supervisory Entry Specialist Tammy Urban at 504-670-2359.

Mark S. Charney, for

Raymond S. Polley
Area Port Director