



SCARBROUGH

Power of Attorney Instructions:

Please refer to the numbered POA for location of the key fields:

1. **TAX ID / EIN #** - Show the Principal's Employer Identification Number (Tax ID) if a Corporation, LLC, Partnership or Sole Proprietorship. If you are an Individual, please list a Social Security Number. If a foreign corporation, leave this blank, as we will have to apply for a Customs Assigned Number (CAN.)
2. **CHECK APPROPRIATE BOX** – Check the box that is most appropriate for you, the Principal.
3. **NAME OF PRINCIPAL** – Show the Principal's (importer) full legal name. If applicable, please list the doing business as (dba) name on this line.
4. **TYPE OF BUSINESS** – Show whether an INDIVIDUAL, PARTNERSHIP, CORPORATION, SOLE PROPRIETORSHIP, or LLC. This should match the box checked in item "2".
5. **STATE OF INCORPORATION** – Complete only if a Corporation, LLC, or Partnership.
6. **BUSINESS ADDRESS** – Show the Principal's street address, city, state, zip.
7. **NAME OF GRANTOR** – Show the Principal's name, same as in item "3". If a partnership, show either the names of each general partner or the partnership name.
8. **PRINT NAME** – This is the name of the authorized person who will sign this document. **In the case of a corporation;** the President, Vice President, Secretary, or Treasurer is assumed to have the authority to sign. Any other person signing for a corporation must be authorized to do so by resolution of the Board of Directors and the POA should include a letter from the corporate secretary certifying this fact. **In the case of a partnership,** any one of the general partners may execute this document, but must include a copy of the Partnership Agreement. **In the case of an LLC,** a corporate officer or Managing Member is assumed to have authority to sign.
9. **CAPACITY** – Show the title of the person who is signing this document. Acceptable titles for Corporations are: President, Vice President, Secretary, Treasurer; i.e. must be a corporate officer. LLC - Managing Member or corporate officer title.
10. **DATE** – Show today's date.

If you are a U.S. Principal, the POA is ready for signature. If you are a foreign Principal, please complete the Corporate Certification part of the POA in accordance with the laws of your country using the guidelines/instructions below.

INSTRUCTIONS for CORPORATE CERTIFICATION

11. **CERTIFYING OFFICER** – The name of the person who will sign the Corporate Certification. This person must be duly authorized to sign legal documents on behalf of the company and is, in fact, endorsing the authority of the person who signed the Power of Attorney.
12. **CAPACITY** – Title of the person in "11".
13. **NAME OF PRINCIPAL** – Show the Principal's full legal name, same as in "7".
14. **STATE / COUNTRY OF INCORPORATION** – Show the country of incorporation.
15. **EXECUTOR** – Show the name of the person executing the POA, same as in "8".
16. **TITLE OF EXECUTOR** – Show the title of the person executing the POA, same as in "9".
17. **RESOLUTION DAY** – Day of the month in which the resolution of the Boards of Directors (or equivalent in your country) was passed whereby the person executing the POA was granted to do so.
18. **RESOLUTION MONTH/YEAR** - Month and year in which the above resolution was passed.
19. **CERTIFICATION AREA** – The certifying officer must sign and date the Corporate Certification. The notary seal is optional.

THE **SCARBROUGH** GROUP OF COMPANIES
International • Logistics • Transportation • Consulting • Warehousing



SCARBROUGH

CUSTOMS POWER OF ATTORNEY

Designation as Export Forwarding Agent and Acknowledgement of Terms and Conditions

- (2) appropriate box:
 Individual
 Partnership
 Corporation
 Sole Proprietorship
 Limited Liability Company

Federal Tax ID/EIN#: (1) _____

KNOW ALL MEN BY THESE PRESENTS, That (3) Legal Registered Name of Business doing
(Full name of individual, partnership, corporation, sole proprietorship, or limited liability company)

business as a (4) List TYPE of business indicated below under the laws of the State of (5) Where is your business registered?
(Individual, partnership, corporation, sole proprietorship, or limited liability company)

residing or having a principal place of business at (6) Legal address, city, state and zip code registered with the state

hereby constitutes and appoints Scarborough International Ltd. its officers, employees, and/or specifically authorized agents
(Grantee's Name)

to act for and on its behalf as a true and lawful agent and attorney of the grantor for and in the name, place and stead of said grantor, from this date, in the United States (the "territory") either in writing, electronically, or by other authorized means, to:

Make, endorse, sign, declare, or swear to any customs entry, withdrawal, declaration, certificate, bill of lading, carnet or any other documents required by law or regulation in connection with the importation, exportation, transportation, of any merchandise in or through the customs territory, shipped or consigned by or to said grantor;

Perform any act or condition which may be required by law or regulation in connection with such merchandise deliverable to said grantor; to receive any merchandise; Make endorsements on bills of lading conferring authority to transfer title; make entry or collect drawback; sign, declare, or swear to any statement or certificate required by law or regulation for drawback purposes, regardless of whether such document is intended for filing with Customs;

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 of any vessel or other means of conveyance owned or operated by said grantor, and any and all 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 or statements in connection with the entry of merchandise;

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 entering, clearing, lading, unlading, or operation of any vessel or other means of conveyance owned or operated by said grantor;

Authorize other Customs Brokers duly licensed within the territory to act as grantor's agent; 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 generally to transact Customs business, including filing of claims or protests under section 514 of the Tariff Act of 1930, or pursuant to other laws of the territories, 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 these presents;

This power of attorney to remain full force and effect until revocation in writing is duly given to and received by grantee (if the donor of these power of attorney is a partnership, the said power shall in no case have any force or effect in the United States after the expiration 2 years from the dates of its execution);

Appointment as Forwarding Agent: Grantor authorizes the above Grantee to act within the territory as lawful agent and sign or endorse export documents (i.e., commercial invoices, bill of lading, insurance certificates, drafts and any other document) necessary for the completion of an export on grantor's behalf as may be required under law and regulation in the territory and to appoint forwarding agents on grantor's behalf;

Grantor acknowledges receipt of Scarborough International Ltd. Terms and Conditions of Service governing all transactions
(Grantee's Name)

between the Parties. If the Grantor is a Limited Liability Company, the signatory certifies that he/she has full authority to execute this power on behalf of the Grantor.

IN WITNESS WHEREOF, the said (7) Legal Registered Name of Business caused these presents to be sealed
(Full name of company - Grantor)

and signed: Signature: POA requires a corporate officer or managing member to sign

Print Name: (8) _____

Date: (10) _____

Capacity: (9) Acceptable titles listed here

Witness (if required): _____

Acceptable Titles:
Corporations: Must be a corporate officer. i.e. President, Vice President, Secretary, Treasurer;
LLC: Managing Member or corporate officer title.

If you are the importer of record, payment to the broker will not relieve you of liability for U.S. 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 the "U.S. Customs Service" which shall be delivered to Customs by the broker. Importers who wish to utilize this procedure must contact our office in advance to arrange timely receipt of duty checks.



SCARBROUGH

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CUSTOMS POWER OF ATTORNEY

Designation as Export Forwarding Agent and Acknowledgement of Terms and Conditions

- (2) appropriate box:
- Individual
 - Partnership
 - Corporation
 - Sole Proprietorship
 - Limited Liability Company

Federal Tax ID/EIN#: (1) _____

KNOW ALL MEN BY THESE PRESENTS, That (3) _____ doing
(Full name of individual, partnership, corporation, sole proprietorship, or limited liability company)

business as a (4) _____ under the laws of the State of (5) _____
(Individual, partnership, corporation, sole proprietorship, or limited liability company)

residing or having a principal place of business at (6) _____
hereby constitutes and appoints Scarborough International Ltd. its officers, employees, and/or specifically authorized agents
(Grantee's Name)

to act for and on its behalf as a true and lawful agent and attorney of the grantor for and in the name, place and stead of said grantor, from this date, in the United States (the "territory") either in writing, electronically, or by other authorized means, to:

Make, endorse, sign, declare, or swear to any customs entry, withdrawal, declaration, certificate, bill of lading, carnet or any other documents required by law or regulation in connection with the importation, exportation, transportation, of any merchandise in or through the customs territory, shipped or consigned by or to said grantor;
Perform any act or condition which may be required by law or regulation in connection with such merchandise deliverable to said grantor; to receive any merchandise; Make endorsements on bills of lading conferring authority to transfer title; make entry or collect drawback; sign, declare, or swear to any statement or certificate required by law or regulation for drawback purposes, regardless of whether such document is intended for filing with Customs;

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, unloading or navigation of any vessel or other means of conveyance owned or operated by said grantor, and any and all 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 or statements in connection with the entry of merchandise;

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 entering, clearing, lading, unloading, or operation of any vessel or other means of conveyance owned or operated by said grantor;

Authorize other Customs Brokers duly licensed within the territory to act as grantor's agent; 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 generally to transact Customs business, including filing of claims or protests under section 514 of the Tariff Act of 1930, or pursuant to other laws of the territories, 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 these presents;

This power of attorney to remain full force and effect until revocation in writing is duly given to and received by grantee (if the donor of these power of attorney is a partnership, the said power shall in no case have any force or effect in the United States after the expiration 2 years from the dates of its execution);

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Grantor acknowledges receipt of Scarborough International Ltd. Terms and Conditions of Service governing all transactions
(Grantee's Name)

between the Parties. If the Grantor is a Limited Liability Company, the signatory certifies that he/she has full authority to execute this power on behalf of the Grantor.

IN WITNESS WHEREOF, the said (7) _____ caused these presents to be sealed
(Full name of company - Grantor)

and signed: Signature: _____

Print Name: (8) _____

Date: (10) _____

Capacity: (9) _____

If you are the importer of record, payment to the broker will not relieve you of liability for U.S. 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 the "U.S. Customs Service" which shall be delivered to Customs by the broker. Importers who wish to utilize this procedure must contact our office in advance to arrange timely receipt of duty checks.