



Questionnaire

Not all questions will apply to every company. If there are concerns about a question, please contact your Scarborough International representative.

1. Organization officer responsible for drawback program.

Contact Name: _____
Phone Number: _____ Fax Number: _____
Email Address: _____
Mailing Address: _____

2. Individual(s) responsible actual maintenance of the drawback program:

Contact Name: _____
Phone Number: _____ Fax Number: _____
Email Address: _____
Mailing Address: _____

Contact Name: _____
Phone Number: _____ Fax Number: _____
Email Address: _____
Mailing Address: _____

3. How long has your company been importing? _____ Exporting? _____

4. Type of business in which engaged. (Example: manufacturer of computers, importer of iron oxide, distributor of diodes, etc.)

5. What is your role in this drawback program? (Check one.) Importer Manufacturer Exporter

6. Types of drawback. (Example: unused, manufacturing, unused substitution, etc.) *(If you are just beginning a drawback program, you may not know. Scarborough will inform you as to what program your company qualifies for.)*



7. Description of imported components or merchandise and description of exported articles or merchandise covered in this drawback program. *(May provide as an attached enclosure)*
8. Country of origin of merchandise covered in this drawback program. _____
9. Do you manufacture or purchase domestically any items that you also import? Yes No
Are they exported? Yes No
10. If there is more than one party involved in the import, manufacture, and / or export of drawback articles, what is your company's role?
11. Who is importer of record into the US on the above imports? _____
Can imports be downloaded in ASCII format? Yes No
(Please ask for a copy of our format if you have not already received it.)
12. Estimated number of import entries during the past year. *(Please provide a typical import entry for review)*

13. Average number of parts on each import entry during the past year.

14. What is the duty amount paid in the past year? _____
Approximately what percent of this is for drawback eligible exports? _____



15. Who is exporter of record on the above exports from the US? _____
Can exports be downloaded in ASCII format? Yes No
(Please ask for a copy of our format if you have not already received it.)

16. Estimated number of export transactions during the next calendar year. (Please provide a typical export shipment, including invoice and export bill of lading, for review) _____

17. What countries do you export to? _____

18. Do you wish to include exports to Canada or Mexico in your drawback claims? Yes No

19. If recovering duty drawback from past exports, how far back do you wish to go? _____

20. Do the imported part numbers exactly match the exported part numbers (or component part numbers in a manufactured export)? Yes No
(If no, how do they differ and is an alternate part number correlation list available?)

21. Do you export articles that have not been manufactured but they have been combined with other imported articles? Yes No

22. How many factories and/or warehouses in the US do you use to manufacture or store merchandise in this drawback program? _____ Please give address of each and what product is manufactured or stored there. If several, please indicate on an attached enclosure.

Location:		Location:	
Address:		Address:	
City:		City:	
State:		State:	
Zip:		Zip:	
Manufacture	Store	Manufacture	Store

23. Brief description of manufacturing process. Is there any waste? (This may not be applicable for your company).

24. Does a "bill of material" report exist? Yes No
Can "BOM" be downloaded in ASCII format? Yes No
(This may not be applicable for your company)



SCARBROUGH

25. Are manufacturing records available for the process occurring in the US? Yes No
In what location are they kept? _____
(This may not be applicable for your company)
26. Have you previously done drawback? Yes No
If yes, what type of drawback and at what drawback office locations were they filed?
27. Have you previously had "accelerated payment" on drawback? Yes No
Has an application for accelerated payment ever been denied or revoked by any drawback office?
Yes No Please explain.
28. Amount of bond coverage for drawback? _____
Name of surety company? _____
(This may not be applicable for your company).
29. Number of drawback claims filed over the previous 12-month period. _____
30. Do any of your imports show another importer of record than your company? Yes No
Do any of your exports show another exporter than your company? Yes No
If so, who are they, with contact name and phone number?
31. Do you anticipate changes in vendors or products to be imported or exported in the near future?
Yes No If yes, please give details.



SCARBROUGH

32. How long are all records to substantiate drawback claims (import, export, and manufacturing) kept?

33. In what location are these records kept? _____
34. Number of claims estimated to be filed over the next 12-month period. *(If you are just beginning a drawback program, you may not know.)* _____
35. Estimated dollar amount of drawback potential during the next 12-month period. *(If you are just beginning a drawback program, you may not know.)* _____
36. Estimated dollar amount of potential drawback during the next calendar year. *(If you are just beginning a drawback program, you may not know.)* _____
37. Estimated dollar amount of drawback to be claimed annually. _____
38. Do you have an ACE portal account? Yes No
If so, will you give Scarborough International, Ltd. access to all of your transactions in your account as relate to your drawback program? Yes No
39. Is your company C-TPAT certified? Yes No
Have you been verified? Yes No
40. Is your company involved in the Importer Self-Assessment program with CBP? Yes No