



U.S. Customs and  
Border Protection

DATE: February 14, 2007

## PORT OF CHARLESTON NOTICE NO: FY2007-11

TO: Brokers, Importers, Vessel Carriers, Owners, Agents, Warehouse Proprietors, Steam Ship Line, Truckers, and Other Parties

SUBJECT: FAX ON FILE SIGNATURES

Please note that effective February 14, 2007 a local interim port policy will be established that will allow all local and non - local carriers and brokers an opportunity to file a CBP Form 7512 using certified FAX ON FILE SIGNATURES. This policy is **optional** for all carriers and brokers and therefore is **not** mandatory for those carriers and brokers who still prefer to have their 7512's "pen and ink"-signed by their designated signatories.

For those wishing to participate using "Fax On File", please note , that the CBP fax signature form must be signed by the participating carrier/ broker **and** the authorizing supervisor or manager of the participating company.

Only those original signatures received by CBP on the standard "Fax on File Signature Form" will be considered acceptable for In-Bond processing. This form will be available at the In-Bond Desk and the Entry Branch located at 200 East Bay St. Charleston, South Carolina 29401. Those carriers and brokers who currently have fax on file signatures with the In-Bond Unit will not need to reapply.

This memo supersedes memo dated September 18, 2006. Please see attachment 11(A) of this notice for execution of original signature request form requirement.

Please refer any questions concerning this issue to Supervisory Entry Officer, Mike Maillard at (843) 579-6510 or the In-Bond Desk at (843) 579 - 6527.

A handwritten signature in black ink that reads "Pamela M. Zaresk".

Pamela M. Zaresk  
Area Port Director

Attachment: 11(A)

U.S. Department of Homeland Security  
U.S. Customs and Border Protection  
200 East Bay Street  
Charleston, SC 29401



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## PORT OF CHARLESTON, S.C. FAX FILE SIGNATURE REQUEST FORM

I hereby request authorization to become a participant in the Fax on File Signature Program.

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Participating Carrier Signature

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Carrier's Manager / Supv. Signature

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Participating Broker's Signature

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Broker Mgr./ Officer Signature

Please provide **ORIGINAL SIGNATURES** via mail, courier, or in person to the Entry Branch, In-Bond Unit.