

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



U.S. Customs and
Border Protection

DATE: April 2, 2007

PORT OF CHARLESTON NOTICE NO: FY2007- 17

TO: Importers, Brokers, Carriers and all interested parties

SUBJECT: New Procedures to Request Duty Free Certificates for Commercial Shipments (HTSUS 9808.00.30)

The Defense Contract Management Agency (DCMA) provides the duty-free certification for all shipments entered under the duty-free tariff provision, Harmonized Tariff Schedule of the United States, 9808.00.30. DCMA has created a new web-based application (eTool) for requesting Duty Free Entry (DFE) certificates. This new application became fully operational on February 22, 2007.

The application will allow filers to request their DFE certificates for commercial entries through a web portal on DCMA's website at www.dcma.mil. DCMA will review each electronic request, and if the merchandise is authorized for duty-free entry, DCMA will e-mail the DFE certificate to the filer. The filer will then submit a paper copy of the certificate to CBP. CBP will accept the DFE certificates with DCMA's electronic signature.

A comprehensive guide is available for filers on the DCMA website at the following link: www.dcma.mil/cbt/dfc/overview.htm. From this link, a training video may be accessed by selecting the "how to use" option from the menu bar. All process questions regarding DCMA's new automated application should be directed to Mr. Sal Vasile, at (718) 354-3787 or via e-mail at Salvatore.Vasile@dcma.mil.

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

Pamela M. Zaresk
Area Port Director