

Let's get your USA import shipment moving

No one likes paperwork, but proper setup is critical for smooth sailing.
Be sure to review all the required elements before your shipment. We are here to help you in the process.

Contact us

Required paperwork for import customs and account registration

BUSINESS SETUP

- ✓ Registration numbers (EIN, DUNS)
- ✓ Federal Importer's Basic Permit
- ✓ Federal Wholesaler Permit (if required)
- ✓ Certificate of Label Approval (COLAs)
- ✓ State and local permits/licenses
- ✓ Supplier(s) FDA registration number
- ✓ Terms of sale with supplier(s)

CUSTOMS BROKERAGE

- ✓ Customs brokerage application
- ✓ Power of Attorney
- ✓ Form 400 / ACH Application
- ✓ Customs Bond application
- ✓ Government-issued identification

ACCOUNT REGISTRATION

- ✓ Credit application
- ✓ Shipment value protection preferences
- ✓ MyHillebrandGori account registration
- ✓ Freight quote requested / received
- ✓ USA loading / weight limits reviewed

Hillebrand Gori end-to-end transport logistics



Thank you for choosing Hillebrand Gori for your freight provider. The next step before shipping is to set up your account and to review your customs brokerage and cargo protection needs. If you are a new importer, additional information and processing time is required to submit documentation and establish your account with U.S. Customs & Border Protection (CBP).

All customers – Hillebrand Gori paperwork required:

Forms	Basic information required
Credit application Shipment Value Protection preferences Annual volume forecast - MyHillebrandGori account* *your account representative will send you a link to activate your myHillebrandGori account or register here	- Full business legal entity (address, state of incorporation) - Names of Principals / Partners or Officers - Business type (Individual, Partnership, Corporation, Sole Proprietorship, LLC) - IRS / EIN: format is 2 digits followed by 9 digits (## - #####00). If you have only 7 digits after dash, then add two zeros "00" at the end - Commodity, origin, estimated commercial value of goods

Hillebrand Gori customs brokerage with additional forms for new importers:

Forms / Associated cost if listed	Additional information / documentation required
Customs Brokerage application Customs power attorney For new importers / or changes: Customs bond application CBP ACH Debit application	- Copies of TTB permits and Certificate of Label Approvals (COLAs) for alcohol imports - Copy of driver's license or other acceptable government-issued identification - PUN (issued by ACH-CUSTOMS@cbp.dhs.gov and typically received 3 business days after Hillebrand submits ACH application. For status inquiries after submission, please call 317 298-1200 ext 1098. - Estimated number of entries planned/year Customs bond application requires: - Any prior brokerage, surety, importer history (where applicable) - Merchandise details and estimated value - Prior ISF entry history (where applicable)

Charges to expect in addition to your freight quotation:

Shipment Value Protection coverage	See quotation for premium calculation or you may opt-out in writing
Customs clearance – billed after goods cleared	Price as per brokerage quotation / preferences. Customs clearance and bond (surety) are not included in freight quotation unless specified.
Customs bond – continuous bond recommended	A continuous bond covers multiple transactions and is most cost-effective. Bonds in effect for one (1) year from date of purchase and renew automatically unless otherwise notified. <i>Single entry not recommended (requires purchase of two bonds to cover ISF and entry each).</i>
U.S. customs duties and taxes	Not billed by Hillebrand Gori – payable to U.S. Customs via ACH debit
US port terminal charges / wharfage / delivery services, customs exams, and other situational charges etc.	View Import Demurrage and Detention Tariff and common container delivery Accessorial Charges .

Above documentation requirements subject to change at any notice. For each and every shipment, it is the Importer of Record's responsibility to provide the Customs Department with all the information necessary to file a compliant customs entry. CBP and its partner agencies hold the Importer of Record responsible for the contents of each import declaration. Importers are strongly encouraged to be familiar with all US importing regulations. Additional information can be obtained from CBP's [informed compliance publications](#).