



The attached document contains a sample format for your Letter of Authorization allowing Independent Container Line, Ltd. to file your Electronic Export Information in AES. Please copy the information on page 2 onto your letterhead, sign, and include a witnessing signature. Below contains certain information regarding filing of an EEI, Marine Insurance and Use of Wood Packing Material for your consideration. Please call if you have questions regarding these or any other exporting matters.

\*\*After completion of this Letter of Authorization, kindly email us a copy to [scsdocs@iclt-ltd.com](mailto:scsdocs@iclt-ltd.com).

**\*\*Important note regarding Licensed Cargo\*\***

**If your shipment is comprised wholly or in part of Licensed Cargo, ICL will not be able to file the EEI on your behalf.**

## **Special Notes to Exporters**

There are many aspects that need consideration when arranging export shipments to your overseas customers. Three of the most important and often overlooked items are mentioned below. We urge you to pay close attention to these items when making your export plans.

### **\*\*ELECTRONIC EXPORT INFORMATION\*\***

The great majority of export shipments require an EEI to be filed with U.S. Customs and the U.S. Census Bureau. There are 2 ways of fulfilling this requirement.

- 1- File it electronically via the Government website: <<http://www.aesdirect.gov>.> and provide ICL the filing number.
- 2- Authorize ICL to file the EEI on your behalf. ICL will perform this service under the terms and conditions of Tariff 009-005712 / Rule 10-22.

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### **Marine Insurance**

Ocean Carriers' liability for cargo and other damage is limited by law and/or contract, and the purchase of Marine Insurance for the full value of the cargo is highly recommended to protect your international shipment from claims involving loss or damage. We'll be glad to provide you with more details & costs of the purchase of Marine Insurance.

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# Letter of Authorization

(In Company Letterhead)

\_\_\_\_\_ (Name of Company) \_\_\_\_\_ ("Company"), Foreign Principal Party in Interest Principal Party in

Interest, hereby authorizes Independent Container Line Ltd. (ICL) to prepare our Ocean Bills of Lading & to file the Electronic Export Information on our behalf with the U.S. Customs Service & the U.S. Census Bureau exclusively for shipments in which ICL is the Ocean Carrier and hereby confirms that cargo tendered to ICL is **not** Licensed Cargo.

\_\_\_\_\_ (Name of Company) \_\_\_\_\_ hereby represents and covenants to

provide necessary and proper documentation to accurately identify the shipment and to transmit the information electronically has been or will be provided to ICL, and agrees that ICL shall have no liability arising out of its handling of such information, including ICL's active or passive acts, omissions, or negligence, unless such liability is directly caused by ICL's fraud, or willful acts or omissions. Company further agrees that Company will be responsible for any civil and/or criminal penalties or other damages that may be imposed for making false or fraudulent statements, or for the violation of any U.S. laws or regulations on exportation ("Claims"), and the cost of defense and resolution thereof. Company agrees to indemnify, defend and hold ICL harmless in the event that Claims are alleged or imposed upon ICL in connection with ICL's preparation of Ocean Bills of Lading or Electronic Export Information filed on behalf of Company by ICL, and arising out of, or related to, Company provided information, or absence of information.

\_\_\_\_\_ (Name of Company) \_\_\_\_\_ hereby acknowledges that it will be invoiced for this service as published in ICL's Tariff 005712-009 as filed with the Federal Maritime Commission (FMC).

This Agreement is made in, and shall be interpreted pursuant to, the laws of the State of Virginia.

Date: \_\_\_\_\_

Authorizing signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Witness: \_\_\_\_\_

Print Name: \_\_\_\_\_

### **Use of Wood Packing Material**

Export shipments destined for countries within the European Union are subject to special requirements concerning wood packing material (including, but not limited to pallets, skids, crates, cases, etc.). You should be aware of the specifics before shipping to prevent lengthy delays in the European port or possible rejection as well as substantial additional costs.

The U.S. Department of Agriculture has addressed this issue and information can be found at their website: <http://www.aphis.usda.gov/ppq/swp/eunmwp.html>.

*Please call ICL Customer Service (888)-425-9701 for assistance.  
Thank you for your support of Independent Container Line.*

**Please acknowledge receipt of this information by signing and dating below. This should be emailed to (scs.docs@icl-ltd.com) along with ICL with the Letter of Authorization as discussed on Page 1.**

**Received** \_\_\_\_\_ **Dated** \_\_\_\_\_