



## Duty Payment Options:

- **Automated Clearinghouse (ACH)**
- **Periodic Monthly Statement (PMS)**

Duty payments are, in reality, tax payments. Just as your CPA asks you for payment to the IRS when filing your taxes, Mainfreight Inc. would like to suggest ways that you, our Valued Customer, can pay duties directly to US Customs & Border Protection. In particular, we'd like to suggest easy-to-use methods you can utilize to pay duties to U.S. Customs & Border Protection directly from your bank account. Alternatively, you may choose to pay duties either on a COD basis at the time you receive your shipment from Mainfreight, or we can invoice you for duties and fees- but we will charge a disbursement fee of 2.5% of the total amount due Customs with a minimum of \$15.00.

We can readily help you in setting up the following direct duty payment processes for you. Let us know if you are interested and how we can assist you in this process:

**Prerequisite:** To participate in ACH and PMS duty payments, you need to have a yearly "Continuous bond" established with US Customs & Border Protection first. Call us if you'd like more information on Customs bonds – it's really a great cost-savings tool for all but the most casual of importers. If you're new to importing, or otherwise a casual importer, you can pay via COD at time of delivery instead.

### Automated Clearinghouse (ACH):

These are automatic duty payments, directly from your bank account to US Customs. The payments are made to U.S. Customs on the 10th working day following release.

For every shipment we clear on your behalf, we can send you, automatically, an email of the Customs entry summary (7501 form) once the entry has been accepted by Customs – this shows the duty/fee/tax amounts owed on the entry. It's a great way to begin auditing your entries –while they're still at the airline or pier! Even better – we can automatically email the "duty statement" to you no



later than 10 working days following the release of your shipment – and once payment has been received by US Customs.

We have attached our ACH debit application, in a fillable PDF format, to this form. Our information has been pre-completed as well. You can complete the form and send it to Customs directly, either via fax or scanned image/email. Then, Customs will assign a unique “Payer Unit Number” (PUN). This will be either emailed or mailed to you by Customs. Once you receive the PUN, let us know the number – and we’ll begin using the ACH payment method immediately! This number can be used by other Customs Brokers as well – it’s not limited to just the entries we clear for you.

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### Periodic Monthly Statement (PMS):

Many importers don’t want to pay duties for every single shipment. Instead, they’d like to pay Customs just once per month. That’s where the next, newer duty payment process comes in! Once you are on the (above) ACH process for 30 days, we can suggest the next thing – below – offering you even greater cash flow savings!

The main advantage in signing up for PMS is simple - Cash flow savings! For example, all shipments that are cleared in the prior month will be paid from your bank account directly to Customs - at one time- on the **15th working day of the following month** - interest-free! You can see how this will dramatically impact your cash-flow: you’ll only need to make one payment to Customs per month for all the shipments that cleared Customs the prior month. For example, for all of your import shipments that cleared Customs from July 1<sup>st</sup> thru July 31, 2018? Using PMS, the duty payments will be “rolled up” and debited directly from your bank account on August 21<sup>st</sup> - the 15<sup>th</sup> working day of the following month!

### How can you participate in PMS?

You need to be on the ACH system for 30 days first before you can apply for the PMS program.

Then, you need to send your Mainfreight Inc. brokerage team, at [chb@mainfreightusa.com](mailto:chb@mainfreightusa.com), an email that says the following:

- 1/ We want to participate in the Periodic Monthly Statement (PMS) program.
- 2/ We are/are not C-TPAT participants.



3/ Provide a list of the EIN/tax ID numbers that you want to allow for use for PMS (most importers have only one of these numbers).

4/ And finally – you need to let us know if you have an ACE portal account (this is the CBP website for importers). If you don't have an ACE Portal account? No problem! We can still apply for PMS. If you are interested in having your own web account with U.S. Customs, though, you can go to this website, open up the PDF application, and apply directly to Customs:

<http://www.cbp.gov/trade/automated/getting-started/using-ace-secure-data-portal>

Once we receive your email, we then take the information above and submit it to U.S. Customs – and usually in a short period of time, Customs should approve the application for participation in PMS - and we then work with you to determine a starting date - and we're set to go!

On the 11<sup>th</sup> working day of the following month, Customs will send us – and we can send to you - a “preliminary monthly statement” showing the total duty amount that will be debited from your bank account. On the 15<sup>th</sup> working day, the money will be debited and a “final” PMS statement can be emailed automatically to you so that you have a record of the duty debit.

What an advantage for corporate cash flow! And only 12 duty payments are made per year. It truly makes it easy to account for the duties and fees on your yearly tax returns.

Complete the attached application and get started- the benefits will then begin to accrue.

*Importing isn't Easy- We Just Make it Easier©*



DEPARTMENT OF HOMELAND SECURITY
U.S. Customs and Border Protection

OMB APPROVAL NO. 1651-0078
EXPIRATION DATE 01/31/2021
ESTIMATED BURDEN 5 MIN

ACH DEBIT APPLICATION

U.S. Customs and Border Protection Automated Clearinghouse Daily Statement Payment Program
(This application will be used to communicate account information to Federal Reserve Bank of Cleveland)

Action to be Taken: [ ] Add [ ] Change [ ] Delete
Effective Date: \_\_\_\_\_ Current Payer Unit Number: \_\_\_\_\_
(Effective date should be at least 3 business days in the future)

Payer Information

Payer Importer Number OR 3 digit filer code: \_\_\_\_\_
(Include Suffix)
Payer Company Name: \_\_\_\_\_
Payer Company Address: \_\_\_\_\_
Payer City, State Zip: \_\_\_\_\_
Payer Contact Name: \_\_\_\_\_
Payer Email Address: \_\_\_\_\_
Payer Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_
(Enter country code if applicable)

Name of Authorizing Company Official (Please type or print) \_\_\_\_\_ Signature of Authorizing Company Official \_\_\_\_\_

Banking Information

Bank must be a National Automated Clearinghouse Association (NACHA) participant.

Bank Name: \_\_\_\_\_ Address: \_\_\_\_\_
ACH Bank Transit Routing Number: \_\_\_\_\_ ACH Bank Account Number: \_\_\_\_\_

To ensure the accuracy of the account information, it is requested that written verification (obtained from your bank) be completed and accompany this application. The ACH payer will be responsible for defaults, which result from incomplete or erroneous account information when written verification is not submitted and certified by bank personnel. Please ensure that the bank transit routing and account numbers on the ACH application have been verified by your bank before sending to the Revenue Division.

Broker/Filer Information

Name of CBP Broker/Filer: MAINFREIGHT, INC. 3 digit filer code: MFT
Contact Name: MARK P. NEUMANN Telephone: 310-900-1974 Fax: 310-861-1714
ABI Representative of Customs Broker/Filer: Joanne K. Mattingly

This application may be faxed, mailed or e-mailed to the ACH Coordinator at:

Revenue Division Telephone: (317) 298-1200 Ext. 1098
ACH Debit Applications FAX: (317) 298-1259
6650 Telecom Drive, Suite 100 Email: ACH-Customs@cbp.dhs.gov
Indianapolis, IN 46278

Paperwork Reduction Act Statement: An agency may not conduct or sponsor an information collection and a person is not required to respond to this information unless it displays a current valid OMB control number and an expiration date. The control number for this collection is 1651-0078. The estimated average time to complete this application is 5 minutes. If you have any comments regarding the burden estimate you can write to U.S. Customs and Border Protection Office of Regulations and Rulings, 90 K Street, NE., Washington DC 20229.