



Customer Advisory # 111 – 2010

INTTRA Customer Guidelines - Export Documentation Mandatory U.S. Census Bureau Regulations

Dear Valued Customer,

Further to our Customer Advisory #133 issued in September 2008, this serves as a reminder for our eCommerce users regarding the U.S. Census Bureau regulations mandating the use of the Automated Export System (AES) filing:

- 1 It is not necessary for INTTRA users to fax or e-mail shipping instructions that are submitted electronically via Intra.
- 2 CMA CGM (America) LLC customers that utilize INTTRA for their shipping instructions, should supply their Internal Transaction Number (ITN/AES) by listing it in the fields outlined below:

For INTTRA ACT Users: (Intra’s online application for submitting SIs)

The ITN/AES number should be entered in Transaction Reference Field located on the main SI page. You can find this reference field under the “Reference” Section of the main SI page in SI-ACT.

The screenshot shows a web form with several input fields. The 'References' section is highlighted with a red box. The fields in this section are:

- Transaction Reference (ITN or House B-4)
- Customs House Broker Reference
- Government Reference or FMC Number
- Export License Number
- Lloyd's Vessel Code

Other visible fields include:

- Address (30 x 4 lines)
- *Consignee
- Notify Party
- *Vessel
- *Voyage
- *Carrier Booking Number (multiple allowed ex: 071,425)
- Select one (dropdown menu)

CMA CGM (America) LLC

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For INTTRA Desktop Users: (Intra’s Desktop Application)

The Desktop application does not have a field specifically for the ITN, but customers can input this information in the Transaction Reference or the Export Reference field.

Export References multiple allowed (eg. aaa, bbb, ccc)	
Purchase Order Number	<input type="text"/>
Letter Of Credit Number	<input type="text"/>
Consignee Order Number	<input type="text"/>
Contract Number	<input type="text"/>
Transaction Reference Number	<input type="text"/>
Exporter Reference Number	<input type="text"/>
Shippers Reference Number	<input type="text"/>
Forwarder Reference Number	<input type="text"/>
Customs House Broker #	<input type="text"/>
Federal Maritime Commission	<input type="text"/>
Bill Of Lading Number	<input type="text"/>
Invoice Number	<input type="text"/>
Point and Country of Origin of Goods	

These fields can be found under the Export Reference section in the INTTRA Desktop SI module. Customers will need to click on “Export Reference” - which is located to the right of the screen - to view the associated fields.

Carrier (*)
Carrier Booking Number (*)
Export References
Point and Country of Origin of Goods

If you are unable to locate the above mentioned fields please ensure that the reference fields have been properly selected in your application “Favorites” in the Desktop application.

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For INTTRA I-Link Users: (Inttra's EDI Application)

Customers using EDI or INTTRA's I-Link product can send their ITN reference by placing it in the "RFF+TN" segment.

For your reference, we have attached a copy of CMA CGM (America) LLC's Customer Advisory #114 – 2008. This advisory, which was issued in 2008, explains the U.S. Census Bureau regulations.

We appreciate your continued support. Should you have any questions or concerns regarding this change, please contact your local CMA CGM (America) LLC sales representative. For current schedule activity please visit our Web site at www.cma-cgm.com.

Best regards,

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Customer Advisory #114 – 2008

REMINDER **Export Documentation** **New Mandatory U.S. Census Bureau Regulations**

Dear Valued Customer,

In July 2008, CMA CGM (America) LLC published a Customer Advisory (#101) regarding the new mandatory U.S. Census Bureau regulations that mandate the use of Automated Export System (AES) filing. As a follow-up reminder, please be advised that under these new regulations, CMA CGM will be prohibited from loading cargo if an AES filing has not occurred at least 24 hours prior to vessel loading. CMA CGM will accept the following types of proof of filing on completed shipping instructions (SI):

- The Internal Transaction Number (ITN)
- An authorized exemption legend (e.g. cargo valued under \$2500)
- A post-departure filing citation (Option 4)

Proof of filing must be listed in a prominent location – in a large, bold font - and submitted on a completed shipping instruction prior to our documentation cutoff for each vessel. The shipping instruction must be sent to our documentation imaging system prior to the documentation cutoff for the vessel. The SI can be sent to either of the following:

- Fax 1-866-333-4222
- Email usa.exportsi@cma-cgm.com
- Submitted via Intra

The documentation cutoff will be 24 hours (1 business day) prior to the cargo (port) cutoff. For example, if a cargo (port) cutoff is Friday at 1600, the documentation cutoff will be Thursday at 1600. For a Monday 1600 cargo (port) cutoff, the documentation cutoff will be Friday at 1600.

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The Census Bureau has advised that full enforcement of the new regulations will begin on September 30, 2008. CMA CGM (America) LLC will fully comply with the new regulations. Any fines or costs for non-compliance (including rolled cargo fees, handling charges, and demurrage), will be applied to the cargo's account.

We appreciate your continuing support and understanding as these new regulations take effect. Should you have any questions or concerns regarding this change, please consult the attached document, or contact your local CMA CGM (America) LLC sales representative. For current schedule activity please visit our Web site at www.cma-cgm.com.

Best regards,

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