



**Customs City ACE eManifest Fax/Email Request Form**

Fax completed ACE Request Form to 1-888-279-4535.  
 Email completed ACE Request Form to [emanifest@customscity.com](mailto:emanifest@customscity.com)  
 Telephone to speak to an agent 1-888-724-8914 x 1  
[www.customscity.com](http://www.customscity.com)

COMPANY NAME \_\_\_\_\_ CONTACT NAME \_\_\_\_\_

CONTACT PHONE NUMBER \_\_\_\_\_ CONTACT FAX \_\_\_\_\_

Contact Email \_\_\_\_\_

Would you like us to email you a copy of the completed eManifest cover sheet?

Yes  No

SPECIAL INSTRUCTIONS FOR CUSTOMS CITY: \_\_\_\_\_

**Trip Section**

TRIP # \_\_\_\_\_

Arrival Port \_\_\_\_\_

Arrival Date \_\_\_\_\_ Arrival Time \_\_\_\_\_

DRIVER \_\_\_\_\_

TEAM DRIVER (IF APPLICABLE) \_\_\_\_\_

Passenger (if applicable) \_\_\_\_\_

Truck # \_\_\_\_\_ Truck Plate \_\_\_\_\_ Province/State \_\_\_\_\_

Trailer # \_\_\_\_\_ Trailer Plate \_\_\_\_\_ Province/State \_\_\_\_\_

Seal # \_\_\_\_\_ Seal # \_\_\_\_\_ Seal # \_\_\_\_\_

**ACI Shipment Exemptions (indicate the number of shipments below)**

Courier Low-Value Shipment (LVS) \_\_\_\_\_ Postal Shipment \_\_\_\_\_

Instruments of International Traffic \_\_\_\_\_ Flying Truck \_\_\_\_\_

**If LTL carrier continue to page 2 to enter more shipment details**



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**Shipment Section**

Shipment Type =

- Regular Shipment (PARS)       In Bond Shipment

Cargo Control Number: \_\_\_\_\_

Piece Count \_\_\_\_\_ UOM: \_\_\_\_\_

Weight: \_\_\_\_\_  LBS       KG

Cargo Description: \_\_\_\_\_

In Bond Destination (n Bond Shipment) \_\_\_\_\_

Sublocation Code (Warehouse Code) (n Bond Shipment) \_\_\_\_\_

Importer BN# (Business Number) (CSA Shipment) \_\_\_\_\_

**Consolidated Freight Indicator**

- Yes       No

(Would you like Customs City to forward your commercial documents to the customs broker?)

- Yes       No

Customs Broker: \_\_\_\_\_ Customs Broker Phone Number: \_\_\_\_\_

Customs Broker Fax Number / E-mail: \_\_\_\_\_