



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 # \_\_\_\_\_

Check here if trip contains International Instruments of Traffic (IIT's)

Empty Truck with IIT's covered by Carrier's bond  Shipment with IIT's covered by Carrier's bond

Empty Truck with IIT's covered by Carrier's bond  Shipment with IIT's covered by Carrier's bond

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



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### Shipment Section

Shipment Type =

- Regular   
  Section 321   
  IT   
  T&E   
  IE   
  Residual Cargo   
  7523- (Free of Duty <\$2500)  
 (3311- US Goods Returned)   
  (3299-Personal Effects)

Shipment Control # \_\_\_\_\_

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

Weight: \_\_\_\_\_  LBS  KG

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

Port of Loading \_\_\_\_\_

EIN# (Employer Identification Number) (IT, T&E, IE shipments only) \_\_\_\_\_

Shipment Value (IT, T&E, IE and Section 321 only) \_\_\_\_\_

Country of Origin (Section 321, IT, T&E, IE shipments only) \_\_\_\_\_

In Bond Destination (IT, T&E and IE only) \_\_\_\_\_

In Bond # (IT, T&E, IE only) \_\_\_\_\_

Foreign Port of Destination (T&E, IE shipments only) \_\_\_\_\_

HTS Code (T&E, IE shipments only) \_\_\_\_\_

In Bond Warehouse (FIRMS code) (IT, T&E, IE shipments only) \_\_\_\_\_

Exit Date (T&E, IE shipments only) \_\_\_\_\_

UNDG Contact Name & Telephone \_\_\_\_\_

( 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: \_\_\_\_\_