



## Important Notice – Action Required – longer lead time for Northern Border Shipments

Due to additional tariff classifications required under U.S. Customs and Border Protection (CBP) trade remedy measures, shipment processing is currently experiencing longer lead times. Brokers are working diligently to navigate these requirements and minimize disruptions.

- **Submit Documents Early:** Provide all shipment documents to your customs broker at least 24 hours before crossing. Sending clearance requests a day ahead of time when possible helps avoid delays.
- **Provide Complete Information:** Ensure all required details are included, such as Consignee IRS #, PGA info, and accurate quantity, value, and country of origin. Missing or discrepant information can cause delays.
- **Advance Notice:** Insufficient advance notice when submitting clearance requests is a common issue. Early submission allows brokers to process entries efficiently.
- **Use Updated Coversheet:** Always use the latest PAPs notification coversheet for communication.
- **List Shipment Control Numbers:** Provide a list of Shipment Control Numbers (PAPS numbers) and Port of crossing to importers ahead of time.
- **Verify Entry Status:** Confirm the entry is accepted before proceeding to the border using your broker's tracking tools or eManifest software. Leverage SCN/PAPS tracking to monitor for entry on file and avoid frequent calls or emails unless absolutely necessary.
- **Avoid Sending to Multiple Emails:** Send requests to the designated address to streamline processing.
- **Importer's Duties:** Take time to confirm the Importer's understanding of duties owed and payment requirements.
- **Peak Hours:** Be aware that peak hours (e.g., Friday afternoons) may result in longer processing times.

Important: Customs brokers are not liable for delays or additional charges resulting from unprocessed entries.

These regulatory changes are impacting clearance times across the northern border.

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