



**10 + 2 Importer Security Filing**

Fax paperwork to 781-286-3095  
or e-mail as a TIFF or PDF attachment  
to 10+2@OCEANAIR.NET

**REVISED 01/20/2010  
INSTRUCTIONS:**

- Fax or e-mail this **FULLY COMPLETED** coversheet and / or supporting documents to OCEANAIR, Inc fax number or e-mail address listed above at least **72 hours** prior to vessel loading. **If available please include copy of commercial invoice & bill of lading copy. All yellow high lighted items are items we must transmit electronically to CBP to obtain an accepted ISF Transaction Number.**
- E-mail attachments must be in TIFF or PDF format. Non-TIFF or PDF formats cannot be processed via e-mail.
- For multiple shipments you must provide a separate coversheet per shipment and include this coversheet as the separator for the documents for each shipment.
- **THE IMPORTER IS RESPONSIBLE FOR ISF FILING INFORMATION. TO AVOID ANY INCORRECT FILINGS THIS FORM MUST BE USED AND SENT TO OCEANAIR AT 10+2@OCEANAIR.NET OCEANAIR WILL ACCEPT NO LIABILITY IF THIS FORM IS NOT USED OR ACCURATELY COMPLETED AND RECEIVED TIMELY.**

If faxing multiple shipments, do not exceed 20 pages per fax. Single shipments can exceed 20 pages.

**REQUIRED SHIPMENT INFORMATION**

Number of pages (including coversheet):	Port of arrival:	Estimated date of departure:
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- New ISF     Update to existing ISF     Convert existing ISF to FROB     Delete existing ISF, no longer destined for U.S.

**Person to contact if there are problems with the fax or e-mail:**

Name:	Company:	Email address:
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**Importer Security Filing – Shipment Header Information:**

PO/ customer reference/ invoice number:	PO#	Cust Ref#	Invoice#
Vessel / Voyage # / Port of loading: VESSEL ARRIVING AT U.S. PORT, NOT FEEDER VESSEL	Vessel Name	Voyage No.	Port of Loading
Container number(s) – CY/CY Cargo (optional):			
Booking number:			
Master bill of lading number incl. SCAC CODE AMS FILED HOUSE B/L Incl. SCAC CODE	SCAC _____	MBL -	
	SCAC _____	HBL -	



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**Importer Security Filing – Ten (10) Data Elements:**

1. Seller name:		Seller address:	
2. Buyer name:		Buyer address:	
3. Importer of record number:	# SUPPLIED IN US	Importer of record address:	
Importer of record name:			
4. Consignee number(s):	# SUPPLIED IN US		
5. Manufacturer ID:	# SUPPLIED IN US	Manufacturer address:	
Manufacturer name:			
6. Ship to party name:		Ship to party address:	
7. Country of origin:			
8. Harmonized Code	HARMONIZED CODE NOS:		
First 6 digits to be completed by shipper	FIRST 6 DIGITS OF EACH CODE		
Description of goods	COMMODITY SHIPPED:		
9. Container stuffing location name:		Container stuffing location address:	
10. Consolidator name:		Consolidator address:	

**Importer Security Filing - Foreign Remaining on Board (FROB) Five (5) Data Elements: Not required for US Destined Cargo**

1. Booking party name:		Booking party address:	
2. Foreign port of unloading:		3. Place of delivery:	
4. Ship to party name:		Ship to party address:	
5. HTS number(s):			