

Instructions for completing a Power of Attorney

The following directions provide you with the information needed to correctly fill in each space of the Power of Attorney document. Please contact Spartan Global Services Group with any concerns about the proper completion of this document.

Individual or Partnership

- (1) Partnership's IRS number or Individual's Social Security number should be entered here.
- (2) Continuous Surety Bond number if known.
- (3) Please check the appropriate space for your business organization. If you are a limited partnership, it is required under U.S. Customs regulations that you provide a copy of the partnership agreement to accompany this power of attorney.
- (4) Line (4) requires the full name of the individual, or if a partnership, the full names of **all partners**. If your business organization is a limited partnership, the firm's name and names of **all the general partners** are required here. (If needed, you may attach an addendum.)
- (5) **N/A**
- (6) Complete as Individual, Partnership, Sole Proprietorship or Incorporated Association, in agreement with (3) above.
- (7) If your organization uses a fictitious name, complete line (7) with the trade name or fictitious business name you are operating under. Please note as D.B.A. you are also authorized under state law.
- (8) **For individuals only** -enter your place or residence.
- (9) **For all others**- enter your business address.
- (10) Enter the name of the grantor. For a partnership, either the names of each of the general partners or the partnership name, if registered to do business under that name with the state, are to be placed here.
- (11) The signature of the person executing the power of attorney is required here. For a partnership, any of the general partners can sign. Please print your name after the signature.
- (12) Enter the capacity of the person signing the power of attorney here.
- (13) On this line, enter the date on which the power of attorney is issued.
- (14) Witnesses are not required.
- (15) If no corporate seal is available, please write "no seal" here.

Corporation

- (1) The Corporation's IRS number should be entered here.
- (2) -(3) Same as above.
- (4) Line (4) requires the full name of the Corporation as it appears in the records.
- (5) The state, province, or foreign country of the incorporation is required on line (5).
- (6) - (8) **N/A**
- (9) Your Corporation's address is entered here.
- (10) Line (10) requires the full name of the Corporation as it appears in the records.
- (11) The signature of the person executing the power of attorney is required here. The signatory must be a corporate officer (President, Vice-President, Secretary or Treasurer of said corporation). Please call us if you are unsure if you can properly sign this power of attorney. Please print your name after the signature.
- (12) -(15) Same as above.

IRS or Social Security #: (1) _____ Check the appropriate space: (3)

- _____ Individual
- _____ Partnership
- _____ Corporation
- _____ Sole Proprietorship

Bond #: (2) _____

CUSTOMS POWER OF ATTORNEY

Know all men by these presents: That (4) _____
(Full name of Person, Partnership, Corporation, or Sole Proprietorship)

a corporation doing business under the laws of the state of (5) _____ or a (6) _____
doing business as (7) _____ residing at (8) _____

_____ having an office and place of business at (9) _____
_____ hereby constitutes and appoints *Spartan Global Services Group*, its officers,
employees and/or specifically authorized agents, to act for and on its behalf as a true and lawful agent and attorney
of the grantor for and in the name, place and stead of said grantor, from this date, in the United States (the
“territory”) either in writing, electronically, or by other means to:

Make, endorse, sign, declare, or swear to any customs entry,
withdrawal, declaration, certificate, bill of lading, carnet, shipper’s
export declaration, commercial invoice, insurance certificate, draft
or any other documents required by law or regulation in connection
with the exportation or transportation of any merchandise in or
through the customs territory, shipped or consigned by or to said
grantor;

Perform any act or condition which may be required by law or
regulation of the Department of Commerce, Department of
Treasury or any other governmental agency in connection with
such merchandise deliverable to or from said grantor; to receive or
ship any merchandise;

Make endorsements on bills of lading conferring authority to
transfer title; make entry or collect drawback; and to make, sign,
declare, or swear to any statement or certificate required by law or
regulation for drawback purposes, regardless of whether such
document is intended for filing with Customs;

Sign, seal, and deliver for any as the act of said grantor any bond
required by law or regulation in connection with the entry or
withdrawal of imported merchandise or merchandise exported with
or without benefit of drawback or in connection with the entry,
clearance, lading, unloading, or navigation of any vessel or other
means of conveyance owned or operated by said grantor, and any
and all bonds which may be voluntarily given and accepted under
applicable laws and regulations, consignee’s and owner’s
declarations provided for in section 485, Tariff Act of 1930, as
amended, or affidavits or statements in connection with the entry
of merchandise;

Sign and swear to any document and to perform any act that may
be necessary or required by law or regulation in connection with
the entering, clearing, lading, unloading, or operation of any vessel
or other means of conveyance owned or operated by said grantor;

Authorize other Customs Brokers duly licensed within the territory
to act as grantor’s agent; to receive, endorse and collect checks
issued for Customs duty refunds in grantor’s name drawn on the
Treasurer of the United States or otherwise on behalf of the
grantor; if the grantor is a nonresident of the Territory, to accept
service of process on behalf of the grantor;

And generally to transact Customs business, including filing of
claims or protests under section 514 of the Tariff Act of 1930, or
pursuant to other laws of the Territories, in which said grantor is or
may be concerned or interested and which may properly be
transacted or performed by an agent and attorney giving to said
agent and attorney full power and authority to do anything
whatever requisite and necessary to be done in the premises as
fully as said grantor could do if present and acting, hereby ratifying
and confirming all that the said agent and attorney shall lawfully
do by virtue of these presents; the foregoing power of attorney to
remain in full force and effect until notice of relocation, in writing
is duly given and received by a District Director of Customs. If the
donor of this power of attorney is a partnership, the said power
shall in no case have any force or affect after the expiration of two
years from the date of its execution;

In witness whereof, the said (10) _____ has caused these
presents to be sealed and signed:

Signature (11) _____

Capacity (12) _____ Date (13) _____

Witness (14) _____

(Corporate Seal)

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| <p>1. If you are the importer of record, payment to the broker will not relieve you of liability for customs charge (duties, taxes or other debts owed customs) in the event the charges are not paid by the broker. Therefore, if you pay by check, customs charges may be paid with a separate check payable to the “U.S. Customs Service,” which shall be delivered to Customs by the broker. Payments are due and payable to Customs not later than the 10th day following entry.</p> <p>2. The corporate seal may be omitted, Customs does not require completion of a certification. The grantor has the option of executing the certification or omitting.</p> <p>3. If a corporate officer (President, Vice-President, Secretary, Treasurer) must sign a corporation.</p> |
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