

**Ocean Container Clause & ISF Filing Instructions**

If seller will be shipping goods by ocean transport destined to arrive within the limits of a port in the United States by vessel, Seller shall 1. Complete commercial invoices in compliance with Amsted instructions as outlined in Commercial Invoice Requirements for Import into the United States 2. Use the approved Buyer contracted forwarders, unless otherwise authorized in the contract or as directed in writing by Buyer’s Authorized Procurement Representative, and 3. Provide Commercial invoices and ISF Filing instructions to Amsted’s ISF service provider, Kuehne-Nagel, at time of booking, but no later than 72 hours prior to the goods being loaded at a non-US port aboard a vessel destined for the United States.

ISF process is managed by Kuehne Nagel at a central location for all shipments, globally. The supplier must complete the Kuehne Nagel filing data sheet and return it by e-mail to Kuehne- Nagel at ISF@kuehne-nagel.com.  Subject Line to Read - ISF, AMSTED RAIL ,HBL#(   ),Est. date of Departure (date) The ISF must be filed no later than 72 hours prior to the container being loaded aboard the vessel in the foreign port in order to allow Kuehne Nagel enough time to insure the ISF is filed timely.

**An ISF is not required for bulk cargo. An ISF is** **required for** **break -bulk shipments**.

**Bulk cargo** is defined as:

“Homogenous cargo that is stowed loose in the hold and is not enclosed in any   container such as a box, bale, bag, cask, or the like.  Specifically, bulk cargo is composed of either: (A) free flowing articles such as oil, grain, coal, ore, and the like which can be pumped or run through a chute or handled by dumping; or (B) uniform cargo that stows as solidly as bulk cargo and requires mechanical handling for lading and discharging.”

**Break bulk cargo** is defined as cargo that is not containerized, but which is otherwise packaged or bundled. Break-bulk shipments are exempt from the requirement that the complete ISF be filed 24 hours before the container is being laden aboard the foreign port. (since no container is being laden), however ISF for break bulk shipments must still be filed **no later than 24 hours prior to arrival in the US.**

Customs and Border Protection (CBP), Cargo & Conveyance Security (CCS), has determined that the following list of commodities and commodity types can be classified as bulk cargo.  **To be classified as bulk**, **this cargo may not be containerized** and must be easily identifiable as laden on the vessel.  Any bundling of the following commodities must only be for the purposes of securing the cargo**.    If otherwise packaged or bundled, it is considered break bulk cargo, and requires the ISF.**

•             Coils of steel and other metals

•             Rails of steel and other metals

•             Wire rods of steel and other metals (may be coiled or flat)

•             Ingots of metal (precious or otherwise)

•             Round bars of steel or other metal

•             Deformed Bars/Rebars (of metal)

•             Plates (of metal)

•             Billets (of metal)

•             Slabs (of metal)

•             Pipes (of metal)

•             Beams (of metal)

•             Tubes/Tubing (of metal)

•             Angles, shapes and sections (of metal)

•             Sheets (of metal)

•             Expanded metal

•             Flat bars (of metal)

•             Strand wire (of metal)

•             Blooms (similar to “billets and of metal)

•             Anodes/Cathodes, in sheets only (may be corrugated)

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| --- | --- | --- | --- | --- |
| 10 ISF Data Elements | Required on Commercial Invoice | Show on Commercial Invoice if Known | Buyer Provides | Forwarder Provides |
| 1. Seller (or owner ) name and address
 | X |  |  |  |
| 1. Buyer (or owner) name and address
 |  X |  |  |  |
| 1. Importer of Record Number
 |  |  | X |  |
| 1. Consignee number(s)
 |  |  | X |  |
| 1. Manufacturer name and address
 | X |  |  |  |
| 1. Ship to party name and address
 | X |  |  |  |
| 1. Country of Origin
 |  |  |  |  |
| 1. Commodity Harmonized Tariff Schedule number
 |  | X | X |  |
| 1. Container Stuffing Location (name and address)
 |  | X |  | X |
| 1. Consolidator(Stuffer) name and address
 |  | X |  | X |
| Linking element –Bill of Lading number (Master Bill of Lading or House Bill (if applicable) MUST be provided |  | X |  | X |

The bill of lading used to file for ISF must match the AMS bill of lading and is always the lowest bill of lading in sequence.  If a house bill is created, then it is the lowest bill of lading in sequence.  If the shipment is moving directly with the carrier, then the master bill is the lowest bill of lading number.  The vendor should provide only one of the bill of lading types & numbers on ISF worksheets.

DUNS Number – Please use the following numbers for each ship to location

* 1. Granite City 36 2933976 GC
	2. Petersburg 36 2933976 PE
	3. Camp Hill 36 2933976 CH
	4. Hammond 36 2933976 HA
	5. Mattituck 36 2933976 AP

Please confirm the tariff number with Amsted Trade Compliance. Because ISF is a US Customs filing, tariff classification is based on US Customs guidance.

If multiple parts or commodities are included on one commercial invoice, supplier must provide complete information for each part, including manufacturer name and country of origin.

Buyer Routed Shipments: Seller shall use the approved Buyer contracted forwarders unless otherwise directed in writing by Buyer’s authorized Procurement Representative. Buyer contracted forwarder will provide pre-alert documentation to Amsted’s ISF Filer Kuehne-Nagel. Pre alert documentation as follows: 1. Commercial invoice 2. Completed ISF Data Sheet, as provided by Kuehne-Nagel

Non-Buyer Routed shipments: If contract terms and conditions do not require the use of an approved Buyer contracted forwarder, Seller shall instruct the forwarder/booking agent to provide to Buyer the following:

1. Container Stuffing Location name and address and consolidator (stuffer) name and address 2. Bill of lading number (master bill of lading and Automated Manifest System (AMS) house bill of lading number if applicable. 3. Anticipated Loading date.

Seller shall complete the ISF Filing form provided by Kuehne-Nagel using information listed above, along with all other information required by ISF form and return to ISF@kuehne-nagel.com

**Timing**

Seller shall provide complete and accurate commercial invoice and ISF filing data sheet to Amsted Rail’s ISF Filer NO later than 72 hours prior to vessel loading. Return to ISF@kuehne-nagel.com

Should Amsted Rail receive a fine from US Customs for failure to file ISF, this fine will be passed along to the supplier.

For more information or if you have questions, please contact the Trade Compliance Department.