



global training center

# IMPORT

## Documentation and Procedures Seminar

8:30 a.m. to 4:00 p.m. Full day Class (1 hr lunch plus two 15 min breaks)  
Reference book: U.S. Import Regulations, Procedures & Guidelines

### I. THE IMPORT REGULATORY ENVIRONMENT

- Customs & Border Protection & other regulatory agencies
- The modernization act and reasonable care

### II. VALUATION

- Determining Value
- Assists and Other Additions to Value
- International Freight and Other Deductions from Value
- Alternative Valuation Methods
- Related Party Transactions
- Currency Conversion
- First Sale for Export Principle
- The 4-Way Valuation Audit

### III. COUNTRY OF ORIGIN AND MARKING

- Country of Origin Regulations, Determination & Marking

### IV. OVERVIEW OF THE HARMONIZED TARIFF SCHEDULE OF THE US

- Deciphering a Tariff Page

### V. DUTY DETERMINATION

- Free Trade Agreements and Duty Preference Programs
- Other Duties, Duty Exemptions and Fees

### VI. ENTRY

- Import and Entry Process Flow
- Preparing to Make Entry
- Consumption Entry -- Detailed review of the entry form 3461 and the entry summary form 7501
- Post Entry Amendment
- Special Entry Types

### VII. RECORD KEEPING

- Auditing & Maintaining Records The (a)(1)(A) List

### VIII. OTHER IMPORT CONSIDERATIONS

- Intellectual Property Rights
- Quota, Samples, Wood Packaging, Lacey Act
- Consumer Product Safety Improvement Act

### IX. CUSTOMS ENFORCEMENT

- Penalty Process
- Monetary Penalties
- Seizure & Forfeiture
- Importer Audits

### X. CUSTOMS SECURITY

- Importer Securing Filing "10+2"
- Customs -- Trade Partnership Against Terrorism "C-TPAT"
- Free & Secure Trade "FAST"