

# Import Compliance Training

Presented by Allocca Enterprises, Inc.



*Allocca  
Enterprises, Inc.*

**When: Tuesday February 28<sup>th</sup> 8:30 a.m. - 4:30 p.m.**

**Location: La Quinta Inn & Suites Atlanta Airport  
4820 Massachusetts Blvd. Atlanta, GA 30337**

## Topics Include:

- Roles & Responsibilities of importer, customs broker, forwarder
- Determining classifications, bonds, valuations & assists
- Common errors in documentation / types of duties
- Record keeping requirements/ types of audits
- Understanding foreign trade zones/ NAFTA documentation
- Strategies to reduce delays, eliminate demurrage.
- Review 17 point import checklist

Who should attend: anyone involved with imports, sales, customer service, traffic managers, purchasing managers.

Cost is \$425 per person (pre-register by February 21<sup>st</sup>)  
\$475 to register after February 21<sup>st</sup>.

Includes all reference material, 2 training manuals, which include the CBP guide to importing, an importing checklist, morning pastries/coffee, & lunch.

Seating is limited, registration form & payment required to guarantee seat.

Must RSVP via fax 803.684.8015 Attn: Mike Allocca, or email completed registration form to [admin@alloccaenterprises.com](mailto:admin@alloccaenterprises.com) Checks must be received no later than February 27<sup>th</sup>. Please see website to pay online via credit card,

[www.alloccaenterprises.com](http://www.alloccaenterprises.com).

# Registration Form – Import Compliance

## Questions

**Do you know if your company is in full compliance with all new and existing import regulations?** Are you having delays across your supply chain? When your cargo arrives in the USA does it seem that it is always getting delayed at the border, port or in customs? Have you been charged demurrage or late fees because of waiting for information, or did you just not even know that you had an import arrive already? What strategies can you implement across your enterprise to help reduce or eliminate these issues?

## Program overview

This program will help determine how compliant your company is with all US import regulations. This program is a must for the experienced or first time importer to make sure you understand the do's and don't's of importing. It will cover the roles and responsibilities the importer must be aware of in order to avoid fines, delays and possible loss of import privileges. **You will have a 17 point checklist to guide you to full compliance on every import.** We will provide all materials/ handouts, checklists, and on-line resources.

## Topics covered

- **Role and responsibilities of importer, customs broker and freight forwarder.**
- **How to determine proper classification's, bonds, valuations, and assists.**
- **What strategies can be used to reduce delays, eliminate demurrage and shorten your lead times.**
- **Import checklist that can be used on every import to help keep your company in full compliance.**
- **Benefits of C-TPAT, ISA, FAST programs.**
- **Importer on-line resources –What are they, where can I find them, how will they help me.**

## Who should attend:

Traffic managers, purchasing managers, sales department, shipping/receiving personnel, compliance officer, financial officer, sales managers, customer service managers, ISO manager and anyone involved /concerned with imports.

Detach from here and mail in with payment

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Tuesday February 28, 2012 Atlanta, GA Import Compliance 8:30a.m. - 4:30p.m.  
\$425 to pre-register by February 21<sup>st</sup> / \$475 to register after February 21<sup>st</sup> (there are no exceptions)

Company Name	Number of attendees
Attendee # 1	Attendee # 2
Telephone #	1 <sup>st</sup> e-mail address
Fax #	2 <sup>nd</sup> e-mail address

Payment: Payment via credit card (PayPal charges a 5% service charge) – Please visit my website for on-line payment

Mailing Check (please make payment to Allocca Enterprises, Inc & mail payment to 356 Cameron Road, York SC. 29745. Cancellations must be received 72 hours (3 complete business days) in advance of the program in order to receive credit towards a future program.



**Allocca Enterprises, Inc.**  
356 Cameron Road, York, SC 29745  
Tel: 803.684.8012 Fax: 803.684.8015  
Email: [mallocca@alloccaenterprises.com](mailto:mallocca@alloccaenterprises.com)  
[www.alloccaenterprises.com](http://www.alloccaenterprises.com)

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