FTZ FOREIGN TRADE ZONE PEOPLE, PAPERS, & PROCESSES

FTZ ADMISSION

SHIPPER	BROKER	EVANS
1 Shipper puts Evans and its Customs Broker in touch or provides Broker with Evans' zone operating details.	**2** Customs Broker sets up Evans' zone operating details in its system in order to file forms electronically with U.S. Customs & Border Protection (CBP).	**3** Evans issues zone admission number(s) to Broker.
	4 Broker fills out CBP Form 214: APPLICATION FOR FOREIGN-TRADE ZONE ADMISSION AND/OR STATUS DESIGNATION - which provides authorization to place goods into FTZ status - & sends to Evans for signature. Once signed, Broker submits completed form to CBP.	**5** Evans receives, signs, & sends back signed Form 214 to Broker. *Note: Evans may receive Form 214 from the Broker or Truck Driver delivering the goods.*
	6 Broker (or whomever is responsible for transportation) arranges a customs bonded trucker to pick up/deliver goods to Evans' FTZ.	**7** Evans cuts seal then unloads, verifies, & receives goods into the FTZ and warehouse management system. *Note: Evans will note any discrepancies or damage, sign Form 214, & send to Broker for concurrence with U.S. Customs.*

FTZ ACTIVITY

1 Shipper requests that goods be manipulated, inspected, or destroyed.		**2** Evans fills out CBP Form 216: APPLICATION FOR FOREIGN-TRADE ZONE ACTIVITY PERMIT - which allows goods to be manipulated, manufactured, inspected, or destroyed in the FTZ - signs, & submits completed form to CBP.
		3 Evans manipulates, inspects, or destroys goods.

FTZ RELEASE

1 Shipper requests that goods be released from Evans' FTZ.		**2** Evans prepares a manifest of goods to be shipped out & sends to Broker.
	3 Broker *EITHER* A. Fills out 2 forms: (1) CBP Form 3461: ENTRY/IMMEDIATE DELIVERY - which allows goods to be shipped out of the FTZ & into U.S. territory - & (2) CBP Form 7501: ENTRY SUMMARY - which details the duties, tariffs, & taxes assessed by U.S. Customs - & submits completed forms to CBP. Once cleared, Broker sends signed forms to Evans. *OR* B. Fills out CBP Form 7512: TRANSPORTATION ENTRY AND MANIFEST OF GOODS SUBJECT TO CBP INSPECTION AND PERMIT - which allows goods to be shipped to another FTZ or exported to another country - & sends to Evans.	**4** Evans picks, stages, & loads goods. *OR* Evans relocates goods outside of FTZ designated space within warehouse & continues to store goods as duty paid.

Evans Distribution Systems