



Coversheet

Fax /

1-877-724-0046

Email /

paps@rbiusa-cs.com

INSTRUCTIONS:

- Fax this coversheet and supporting Custom and Border Protection (CBP) clearance documents to the fax number listed above at least **3 HOURS** prior to your estimated border arrival time.
- Multiple shipments must include this coversheet as the separator.
- Shipments faxed with less than the 2-hour timeline or those with incomplete documentation or missing information may delay release by CBP and/or any other government agency involved with the shipment.
- Make sure that the coversheet is complete and the documents and information are legible.

To check status on PAPS and FDA Prior Notice shipments:

Our Filer code is : **EGS**
 Log into: www.rbiusa-cs.com

If you do not have access to the web or if the shipment cannot be found, you can call one hour prior to your ETA at:
 1.514.494.2518 ext. 1 (customer service) from 8:30 am to 5:30 pm
 1.514.494.2518 ext. 3 for after hours and weekend.

PORT OF ENTRY	REQUIRED INFORMATION																														
<p>The shipment must arrive at the port indicated. Failure to do so may result in penalties, delayed or refused shipments, and additional costs.</p> <table border="0"> <tr> <td><input type="checkbox"/> Alexandria Bay (70)</td> <td><input type="checkbox"/> Ogdensburg (74)</td> </tr> <tr> <td><input type="checkbox"/> Blaine (38)</td> <td><input type="checkbox"/> Oroville (AX)</td> </tr> <tr> <td><input type="checkbox"/> Champlain (71)</td> <td><input type="checkbox"/> Peace Bridge (61)</td> </tr> <tr> <td><input type="checkbox"/> Derby Line (79)</td> <td><input type="checkbox"/> Pembina (46)</td> </tr> <tr> <td><input type="checkbox"/> Detroit (01)</td> <td><input type="checkbox"/> Port Huron (26)</td> </tr> <tr> <td><input type="checkbox"/> Eastport (08)</td> <td><input type="checkbox"/> Portal (48)</td> </tr> <tr> <td><input type="checkbox"/> Grand Portage (AY)</td> <td><input type="checkbox"/> Roseau (18)</td> </tr> <tr> <td><input type="checkbox"/> Highgate Springs (77)</td> <td><input type="checkbox"/> S. Ste. Marie (20)</td> </tr> <tr> <td><input type="checkbox"/> Int'l Falls (97)</td> <td><input type="checkbox"/> Sumas (41)</td> </tr> <tr> <td><input type="checkbox"/> Lewiston (56)</td> <td><input type="checkbox"/> Sweetgrass (07)</td> </tr> <tr> <td><input type="checkbox"/> Massena (73)</td> <td><input type="checkbox"/> Trout River/ Chateaguay / Ft.</td> </tr> <tr> <td><input type="checkbox"/> Neche (AC)</td> <td><input type="checkbox"/> Covington (75)</td> </tr> <tr> <td><input type="checkbox"/> Norton (80)</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Noyes (47)</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Other _____</td> <td></td> </tr> </table>	<input type="checkbox"/> Alexandria Bay (70)	<input type="checkbox"/> Ogdensburg (74)	<input type="checkbox"/> Blaine (38)	<input type="checkbox"/> Oroville (AX)	<input type="checkbox"/> Champlain (71)	<input type="checkbox"/> Peace Bridge (61)	<input type="checkbox"/> Derby Line (79)	<input type="checkbox"/> Pembina (46)	<input type="checkbox"/> Detroit (01)	<input type="checkbox"/> Port Huron (26)	<input type="checkbox"/> Eastport (08)	<input type="checkbox"/> Portal (48)	<input type="checkbox"/> Grand Portage (AY)	<input type="checkbox"/> Roseau (18)	<input type="checkbox"/> Highgate Springs (77)	<input type="checkbox"/> S. Ste. Marie (20)	<input type="checkbox"/> Int'l Falls (97)	<input type="checkbox"/> Sumas (41)	<input type="checkbox"/> Lewiston (56)	<input type="checkbox"/> Sweetgrass (07)	<input type="checkbox"/> Massena (73)	<input type="checkbox"/> Trout River/ Chateaguay / Ft.	<input type="checkbox"/> Neche (AC)	<input type="checkbox"/> Covington (75)	<input type="checkbox"/> Norton (80)		<input type="checkbox"/> Noyes (47)		<input type="checkbox"/> Other _____		<p>Number of pages (including coversheet):</p> <p>Date of arrival:</p> <p>Estimated time of arrival:</p> <p>PAPS B/L# (including SCAC):</p> <p>Carrier company name:</p> <p>Carrier contact name:</p> <p>Carrier phone#:</p> <p>Shipper name:</p> <p>Person to contact if there are problems with the fax:</p> <p>Name:</p> <p>Company:</p> <p>Telephone #:</p>
<input type="checkbox"/> Alexandria Bay (70)	<input type="checkbox"/> Ogdensburg (74)																														
<input type="checkbox"/> Blaine (38)	<input type="checkbox"/> Oroville (AX)																														
<input type="checkbox"/> Champlain (71)	<input type="checkbox"/> Peace Bridge (61)																														
<input type="checkbox"/> Derby Line (79)	<input type="checkbox"/> Pembina (46)																														
<input type="checkbox"/> Detroit (01)	<input type="checkbox"/> Port Huron (26)																														
<input type="checkbox"/> Eastport (08)	<input type="checkbox"/> Portal (48)																														
<input type="checkbox"/> Grand Portage (AY)	<input type="checkbox"/> Roseau (18)																														
<input type="checkbox"/> Highgate Springs (77)	<input type="checkbox"/> S. Ste. Marie (20)																														
<input type="checkbox"/> Int'l Falls (97)	<input type="checkbox"/> Sumas (41)																														
<input type="checkbox"/> Lewiston (56)	<input type="checkbox"/> Sweetgrass (07)																														
<input type="checkbox"/> Massena (73)	<input type="checkbox"/> Trout River/ Chateaguay / Ft.																														
<input type="checkbox"/> Neche (AC)	<input type="checkbox"/> Covington (75)																														
<input type="checkbox"/> Norton (80)																															
<input type="checkbox"/> Noyes (47)																															
<input type="checkbox"/> Other _____																															

IMPORTANT NOTE: We must have the ability to reach the carrier 24/7 to obtain missing information or to notify in case problems prevent shipment processing. The carrier **MUST** confirm CBP acceptance of the shipment prior to arrival at the border. If the carrier does not comply with the Customs and Border Protection (CBP) requirements, waiting and/or IE charges, as well as penalties, may be assessed. These charges are NOT the responsibility of the broker. Please note that a PAPS barcode must be assigned to each separate commercial invoices.