

1st STOP CHECKLIST: FREIGHT FORWARDER

REQUIREMENTS & REGULATIONS

- [] Freight forwarder is an agent for exporters and should know the rules for exporting. Please contact the agency for any additional questions:

EXPORT

The Bureau of Export Administration
Washington D.C.: (202) 482-4811
Web Site: www.bis.doc.gov

- [] If you will move freight by air you must be licensed by the **International Air Transport Association (IATA)**. Please contact them at <http://www.iata.org/membership/travelcargo.htm> for all air freight. **Remember to check local government agencies**
- [] If you will move freight by ocean you must be licensed by the **Federal Maritime Commission**. Please contact them at www.fmc.gov. **Remember to check local government agencies**
- [] A Freight forwarder is an Export Power of Attorney and must have one of these forms:
 - **Blanket Use** (multi-shipment use)
 - Unlimited Duration (no ending date)
 - Limited Duration (state ending date)
 - **Single Shipment Use**
 - Shipper's letter of Instruction (SLI)
 - Transportation Provider's bill of lading
 - Signed statement of Invoice
- [] For update information on legislative regulations please contact the **National Custom Broker's and Forwards Association of America, Inc.** at <http://www.ncbfaa.org> or (202) 466-0222. **Remember to check local government agencies**
- [] For more help with your importing or exporting business, contact your local **International Trade Assistance Center (ITAC)**. **Remember to check local government agencies**

Columbus: (614) 287-3850

Kent: (800) 793-0912

Mansfield (41) 521-2651

Dayton: (937) 253-0033

Toledo: (419) 243-8191

For more help, contact your local Small Business Development Center (SBDC).

www.ohiosbdc.ohio.gov

REMEMBER TO CHECK LOCAL GOVERNMENT AGENCIES

THIS CHECKLIST IS ABOUT STATE REQUIREMENTS.