

## **INSTRUCTIONS FOR COMPLETING A CONTINUOUS BOND APPLICATION**

Note: The numbers correspond to the numbers on the bond application form

1. Importer – either the company name or an individual's name
2. For U.S. companies – their IRS/Federal ID Number  
For foreign companies – if previously assigned an ID number by U.S. Customs enter here, otherwise leave blank  
For U.S. individuals enter your social security number
- 3-6. Complete address of the importer
7. Description of the merchandise to be imported into the U. S. with the country/countries of origin
8. Value, duties paid and number of entries of the merchandise importer into the U. S. for the last calendar year. Estimate the same information for the next calendar year. If no imports for the last calendar year complete the estimates and note that no imports for last year.
9. U. S. ports you will be importing into
10. Years in business
11. Form must be signed by a company officer  
Type the name of the person signing the form
12. Title of that person
13. Date of signature
14. Signature

Other parts of the form will be completed by the EMO/ETB office filing the bond.  
Please fax the completed form to the EMO/ETB office filing the bond