

# **Export Compliance** **September 14, 2016** **International Documentation &** **Automated Commercial Environment**

**September 15, 2016**

**Seminar Series in Detroit, MI**

## **DAY 1: EXPORT COMPLIANCE**

Upon completion of this program, you will be aware of the new export security requirements for all exporters. You will have an 11 point checklist to guide you to full compliance on every export. You will become aware of the required 7 lists that must be checked on all exports, and understand what common red flags means to you. They will review the 5 questions that you are required to know about your customer in every export transaction and discuss strategies on how to implement these into your organization. You will walk away that day with a better understanding of the regulations and with specific tools & instructions on how to begin building a secure and compliant department & company.

## **DAY 2: INTERNATIONAL DOCUMENTATION**

### **AUTOMATED COMMERCIAL ENVIRONMENT (ACE)**

Have you ever had questions on what all of the required fields mean, or been told a shipment is stuck because your paperwork is incorrect? Has your company paid for unnecessary documentation fees? Are you ready to utilize the new ACE (Automated Commercial Environment) filing system for your EEI – Electronic Export Information? In 2016, the government will be phasing out the legacy AES system for filing your EEI for exports. Knowing how to properly complete and self-file export documents can save your company from costly delays and loss of revenue.

#### **WHO SHOULD ATTEND:**

All exporters, compliance officers, trade lawyers, intellectual property lawyers, financial service providers and accountants involved in International business, freight forwarders and logistics professionals, engineers, university officials, and anyone else who deals with military defense articles and services.

#### **NCBFAA CREDIT**

This course has been submitted for NEI Continued Learning Credits by The National Customs Brokers & Forwarders Association of America (NCBFAA). Credits to be determined.

#### **NASBITE CREDIT**

This course has been approved CGBP recertification six (6) credits (CEUs) each day by NASBITE International for a total of 12 credits for the 2-day seminar.

#### **COST:**

Registration for 2-day workshop: \$495.00

**Register for both days and save \$55!**

Registration for Day 1 only: \$275.00

Registration for Day 2 only: \$275.00

Registration fee includes breakfast and lunch each day and all training materials. All registrations must be received by **September 1, 2016**. No refunds can be issued after September 1, 2016. Discounts are available for 5 or more attendees from the same company. Please contact [info@eastmichigandec.org](mailto:info@eastmichigandec.org) for additional details.

#### **VENUE:**

The Federal Reserve Building  
1600 East Warren Avenue  
Detroit, MI 48207



## **DAY 1: Export Compliance** **September 14, 2016**

- Understand how to correctly fill out: Commercial invoices, Packing Lists, Bills of Lading, SED's, Certificates of Origin, Dock receipts and Fish & Wildlife.
- Shippers Export Declaration- (SED)- Understanding every field and how you are required to fill out each field.
- How to minimize delays in Customs by having all of the information the first time, and what other documents can be used to reduce delays, eliminate demurrage and shorten your product cycle.
- Why you should be using a DCS Statement on all of your invoices both domestic & international.
- What does Legalization of documents mean and for which countries is this required.
- Pre-Shipment Inspection's - Who requires them and how should they be done?
- NAFTA Certificates of Origin's - Common errors, when you should/ shouldn't fill one out.

## **DAY 2: Automated** **Commercial Environment** **September 15, 2016**

- Understand how to correctly fill out: Commercial invoices, Packing Lists, Bills of Lading, SED's, Certificates of Origin, Dock receipts and Fish & Wildlife.
- Understanding every field of the SED and how you are required to fill out each field.
- Why you should be using a DCS Statement on all of your invoices both domestic & international.
- Understanding which countries still require a wood certificate.
- What does Legalization of documents mean and for which countries is this required.
- Pre-Shipment Inspection's - Who requires them and how should they be done?
- NAFTA Certificates of Origin's - Common errors, when you should/ shouldn't fill one out.
- Learn how to utilize the ACE system to streamline and automate export filings.
- How the ACE system can help you to remain compliant with new filing requirements.

### ABOUT THE SPEAKER

Mike Allocca has created and conducted worldwide compliance & logistics training for many of the world's leading companies. Mike is a Certified Global Business Professional (CGBP) through NASBITE. He won the trade partner of the year award in 2008 in Albany, NY. He has been appointed by the Secretary of Commerce to the District Export Council (DEC) in Columbia, SC.

Mike continues to keep updated on export/import regulations by regularly attending and/or hosting programs, seminars and events with the U.S. Department of Commerce, U.S. Customs & Border Protection, U.S. Department of Agriculture, Bureau of Industry and Security, U.S. Department of State, NAFTA – office of Intra American Affairs and the TSA.

### DID YOU KNOW...

Training is a fundamental aspect of any import/export compliance program. Whether you're starting from scratch, or simply looking for a "refresher" course on specific topics, these seminars are vital to your export management compliance program.

- Responsibility for export compliance lies with the exporter.
- There are multiple Federal Departments, Laws and Regulations concerned with personal and corporate liability for export violations.
- Penalties for violating U.S. export control regulations and sanctions can apply to individuals, companies and institutions.
- Even small mistakes can be costly, resulting in financial sanctions, loss of export licenses, and damage to corporate reputation.

## Registration Form

### Registration Policies:

- ✓ **Save \$55** by registering for the complete, 2-day seminar
- ✓ All registrations must be received by **Sept. 1, 2016**.
- ✓ No refunds can be issued after Sept. 1, 2016.
- ✓ Please use this form only if you wish to mail a check for payment. To pay with a credit card, please visit our website and register online.
- ✓ Discounts are available for 5 or more attendees from the same company. Contact [info@eastmichigandec.org](mailto:info@eastmichigandec.org) for additional info.
- ✓ Registration fee includes all training materials.
- ✓ This course has been submitted for NEI Continued Learning Credits by NCBFAA.
- ✓ This course has been submitted for CGBP recertification credits by NASBITE International.

If you have additional questions, please contact [info@eastmichigandec.org](mailto:info@eastmichigandec.org)

*Please submit separate registrations for each attendee.*

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Company: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Dietary Restrictions: \_\_\_\_\_

### REGISTRATION OPTIONS

\_\_\_\_\_ 2-Day Registration – Sept. 14 & 15 (\$55 SAVINGS!) - \$495

\_\_\_\_\_ Day 1 Only – Sept. 14 - \$275

\_\_\_\_\_ Day 2 Only – Sept. 15 - \$275

### PAYMENT OPTIONS

#### TO PAY BY CHECK:

Make check payable to "East Michigan District Export Council"  
Personal checks are accepted, but must include telephone and driver's license numbers.

#### MAIL CHECKS AND REGISTRATION FORM TO:

East Michigan District Export Council  
Attn.: Manuel Alàez  
211 W. Fort Street, Suite 1310  
Pontiac, MI 48226

#### TO PAY BY CREDIT CARD:

Please visit [www.eastmichigandec.com](http://www.eastmichigandec.com) to register online.