

# Eduardo E. Lozano & Co., Inc.

## Import (Northbound) Information Checklist

### This information is needed in order to expedite northbound shipments:

- Power of Attorney; must be signed by the Importer of Record or a representative of the Importer of Record.
- Detailed description of Goods being imported for proper identification of the Harmonized Tariff Classification Number and any additional information required by HTS/OGA (Other Government Agencies)
- NAFTA Certificate of Origin, if applicable, with signature from Exporter and producer's information.
- Food Products must have detailed information of ingredients and packaging for configuration of a product code required by the FDA.
- Food must have nutrition labeling on the packaging. Guidelines may be found at [www.fda.gov/Food/GuidanceRegulation](http://www.fda.gov/Food/GuidanceRegulation).
- New food exporters must fill out a "Foreign Registration Form" with the Food and Drug Administration website called the FFRM, Food Facility Registration Module at [www.access.fda.gov/ffrm/registerNewFacility](http://www.access.fda.gov/ffrm/registerNewFacility) or go to [www.fda.gov](http://www.fda.gov) and search "facility registration."
- In the case that the importer has a compliance department:
  - Contact information
  - Product Database
  - HTS Numbers
- Bond information, either continuous or single entry.
- Mexican Broker information and contact.

In the event that exporter does not have a Mexican Broker, Eduardo E. Lozano and Co. Inc. can provide one.