



Automated Export System (AES) Electronic Export Information Filing (EEI)

Are you aware of the Automated Export System EEI filing requirements? If your freight forwarder is filing the EEI on your behalf via power of attorney, are you obtaining the Internal Transaction Number and copy of the EEI filing for your export sales records? If you are filing the EEI internally, are you completing each field correctly and ensuring that the information is true and correct? Do you trust your buyer's agent to file the EEI when required in the case of routed export transactions, or would you rather maintain control of the filing?

PRESENTED BY: Adam Mook, MBA, MPA, CGBP
Compliance Department Manager
Logistics Plus, Inc.

SEMINAR DETAILS

DATE: Thursday, April 26, 2012

TIME: 9:00 am – 4:30 pm
(Registration/refreshments at 8:30 am)

LOCATION:
Conference Center at Manufacturer & Business Association
2171 West 38th Street
Erie, PA 16508

COST: \$200 per attendee
(Includes workshop narrative/resource booklet, breakfast & lunch)

TO REGISTER: COMPLETE ATTACHED FORM & RETURN TO

Mail: Attn: Adam Mook – 1406 Peach St., Erie, PA 16501

Fax: Attn: Adam Mook – 814-217-0500

Email: adam.mook@logisticsplus.net

PAYMENT OPTIONS:

- 1) Check made payable to Logistics Plus, Inc. (mailed to: 1406 Peach St. – Erie, PA 16501)
- 2) You may request to have your company invoiced: email Adam at adam.mook@logisticsplus.net
- 3) Online PayPal credit card payment via www.logisticsplus.net. Logistics Plus must first assign your company an Invoice Number in order to provide access to pay via credit card on our website.

Pennsylvania based companies may be eligible to be reimbursed for the attendee registration fees for this workshop through the Pennsylvania WEDnetPA Guaranteed Free Training (GFT) Program. Visit <http://www.wednetpa.com/gft/apply.asp> for application details.





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This training program is designed to provide a high-level overview of the Automated Export System and Electronic Export Information Filing (EEI) requirements. The workshop educates attendees on the correct way to file the EEI and the origin of the data for completing each field. The teaching method for the workshop is comprised of lecture, on-line demonstrations and group discussion. The relaxed atmosphere of the course allows for attendees to ask questions at any time as the seminar notes and meeting minutes are already provided to everyone in their workshop narrative book. This format allows the attendee to focus on the presented subject matter and participate in group discussion.

The seminar will cover:

- Overview of the Automated Export System.
- U.S. Federal Trade Regulations pertaining to EEI filing requirements.
- When is the EEI filing required and when is it not required?
- Demonstration on the correct way to complete each field of the EEI.
- Discussion of routed export transactions and the EEI responsibilities of the seller, buyer and U.S. authorized agent during this type of export shipment.
- Provide an understanding of best practices for communicating EEI compliance with your freight forwarder or authorized agent.

WHO SHOULD ATTEND?

Company Owners – Customer Service – Export Compliance Officers – Traffic Managers – Engineers - Corporate Accountants/Attorneys – Purchasing Managers – Shipping Personnel

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Option # 3 - Email: adam.mook@logisticsplus.net

Name _____ Title _____

Organization _____

Address _____ City _____ State _____ Zip _____

Phone _____ Email _____

For Questions regarding the workshop details please call Adam Mook at 814-464-1722

