

**Oriox Customs Broker, Inc.**

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**POWER OF ATTORNEY**

Below are listed the instructions to properly complete the Customs Power of Attorney. The Instructions are numbered as per the numbered blanks on the form. If you have any questions, please feel free to contact us.

**Instructions**

1. Company's Federal Tax ID
  - a. E.I.N. for Corporation, LLC, Partnership, or Sole Proprietorship
  - b. Social Security Number for Individual and Sole Proprietorship without an E.I.N.
2. Check appropriate box to indicate company type
3. Full Legal Name
  - a. Full legal company name for Corporation, LLC,
  - b. Legal name for Individual and Sole proprietor, or each partners for Partnership
4. Indicate the State of incorporation, skip this if other than a corporation or LLC
5. Indicate whether an Individual, Partnership or a Sole Proprietorship if other than a corporation
6. Company name for Partnership and Sole Proprietorship, DBA/AKA for a Corporation if have one
7. Residence address for Individual/Partnership/Sole proprietor or the official physical address of company's office or place of business.
8. Full legal name of Corporation or Company
9. Signature, must be signed by the owner or a corporate officer
10. Print name of the signatory
11. Title of the signatory (must be Owner, Partner, if for Corporation, must be President, Vice President, Secretary, Treasurer, CEO, CFO; if for LLC, must be an Officer or Member with legal right to bind the LLC)
12. Enter the date signed

**Certification & Verification Requirements**

Individuals and Sole Proprietors using SSN to do business

Notarized Certificate is required

or provide: A copy of the Social Security Card

And A copy of one other form of identification (driver's license, passport, etc.) that contains a picture and the birth date

Partnership

Notarized Certificate is required

or provide: A copy of the Social Security Card of a partner

And A copy of one other form of identification (driver's license, passport, etc.) that contains a picture and the birth of the partner

And A copy of partnership agreement

Corporation and LLC

A copy of identification (driver's license, passport, etc.) that contains a picture and the birth date of person signing the Power of Attorney

and A copy of IRS proof of E.I.N. (the E.I.N. must be clearly documented by the IRS with the IRS letterhead. The following forms are acceptable: 147C, 1040, 2363, 941, 941V, SS-4, 1065, 8109, 8109C, 7004, 1096, 1120, 1120S)