



# U.S. CUSTOMS FORMS

## INSTRUCTIONS

Improperly completed customs forms can cause delays and needless additional expenses. Please follow instructions carefully. Please print or type all forms.

It is imperative that we receive customs forms as soon as possible.

### U.S. CUSTOMS FORM 3299

#### PART I

1. Full name as it appears on your passport
2. Date of birth
3. Date **you** arrive in the U.S.
4. Your current U.S. physical address and phone number (PO Boxes are not accepted)
5. Name of the U.S. city where **you** will clear customs
6. Name of the airline by which **you** will travel to the U.S.
7. Names of family members who will accompany you
8. Leave blank

#### PART II

9. Check the appropriate box
  - A. Last country of residence
  - B. Length of time that you resided abroad
  - C. Check the appropriate box
10. Read all paragraphs. Check box(es) applicable to the contents of your shipment.

#### PART III

To be completed by U.S. personnel and evacuees only. If applicable, fill in the date you last departed from the U.S. and the date your orders were issued. Attach a copy of your travel orders.

#### PART IV

- A. 1 – 6 Check box(es) applicable to the contents of your shipment.
- B. 7 – 8 Check box(es) applicable to the contents of your shipment.
- C. 9 – 11 Check box(es) applicable to the contents of your shipment.
- D. If you have checked any items in PART IV, please list them.

#### PART V

Leave blank

## **PART VI**

1. Check "B. Importer"
2. Sign your name
3. Date

## **PART VII**

Leave blank

## **SUPPLEMENTAL DECLARATION FOR UNACCOMPANIED PERSONAL AND HOUSEHOLD EFFECTS**

- 1-14 Must be completed
- 15-16 Leave blank
- 17 Circle "B. Importer"
- 18 Sign your name

## **POWER OF ATTORNEY**

This form allows Arpin International Group and its agent to customs clear your personal effects on your behalf.

Check "Individual" in upper right corner of form.

Type or print your name after "KNOW ALL MEN BY THESE PRESENTS: That,"

Sign and date the bottom of the form after "has caused these presents to be sealed and signed: (Signature)"