



ICAT Logistics, Inc.

Instructions for Completing Foreign Customs Power of Attorney

STEP ONE: Provide certain Grantor Information.

- State the identifying business/individual number (in the entities home country). This will not be a US-assigned number.
- Print (or type) the name of the Grantor. It must be the full legal name associated with the registered Employer Identification or Social Security number.
- List any "Doing Business As" names that exist. If none, leave blank.
- Provide complete business address where the Grantor resides or has its principal place of business.
- Indicate the name of the Company Representative completing the Power of Attorney

STEP TWO: State the duration of the Power of Attorney.

- If a date is entered, the Power of Attorney will no longer be valid after that date. Any date entered should be at least 60 business days from the date of execution.
- If no date is entered, the Power of Attorney is to remain in effect indefinitely, i.e., until grantor provides notice of revocation in writing, or will automatically expire five years after the cessation of business.

STEP THREE: Sign and date the Power of Attorney.

- Repeat the name of the Granting entity (company, individual).
- Indicate the (printed) name of the individual signing this power of attorney on behalf of the entity.
- The form must be signed by a duly authorized representative of the grantor (e.g., If a Corporation, the President, Treasurer, Vice President, Secretary, CEO, CFO, CIO, or COO or, if another organization, the Partner, member, Director, or Owner). The individual signing the power of attorney must have the authority to bind the company to the terms herein..
- Provide the capacity/title of the signatory. (President, Treasurer, Vice President, Secretary, CEO, CIO, COO, Partner, member, Director, Owner or other Duly Authorized Representative).
- Provide the email address of the signatory.
- Provide the contact telephone number of the signatory.
- Write the date on which Power of Attorney was signed.

STEP FOUR: Complete additional certifications. (REQUIRED)

- Companies: The attached "Corporate Certification" must be completed and returned attesting to the authority of the signatory to sign the Power of Attorney. If a "Corporate Certification" is not provided, a letter from a duly authorized officer of the corporation is required and the letter must certify that the signatory is authorized to sign the Power of Attorney by resolution of the Board of Directors, consistent with the articles of incorporation and bylaws of the Corporation.
- Individuals or Sole Proprietorships: If the signatory is not an Owner of the Sole Proprietorship, a letter from the Owner must be provided certifying that the signatory is authorized to sign the Power of Attorney under the terms of the Sole Proprietorship.