

Houston Customhouse Brokers and Freight Forwarders Association

P.O. Box 53359 * Houston, Texas 77052

To: HCBFFA Membership

Subject: Membership Luncheon Meeting – July 15, 2009

We have scheduled our next membership luncheon meeting for Wednesday, July 15, 2009. The arrangements are as follows:

DATE: Wednesday, July 15, 2009

TIME: 11:30 a.m. Registration
11:50 a.m. Lunch

PLACE: **Crowne Plaza**
425 N. Sam Houston Parkway East

COST: **\$35.00** Per Person for reservations made by July 10, 2009
\$40.00 Per Person for reservations made after July 10, 2009 and walk-ins

The Customs Focused Assessment / Audit Season is Upon Us

It's Customs Audit Plan time again! Did you get the call? Each summer, U.S. Customs & Border Protection's Office of Regulatory Audit contacts Importers with a series of specific questions as they identify the next slate of lucky audit.... errrrr, rather... "Focused Assessment" candidates ("FA" in customs-speak). What does this mean for your company? If you receive the call, it means that you are a likely FA candidate! A Focused Assessment is the largest audit conducted by Customs and typically involves a team of auditors descending on your company's headquarters and reviewing your internal controls and Customs entries for areas of compliance risk such as value, HTS classification, NAFTA, GSP, reconciliation, HTS 9801 and 9802, anti-dumping, and any other free trade agreements that your company utilizes in any significant manner. The presentation will focus on what you can expect to be asked if Customs calls you and how to prepare for a Focused Assessment. The presentation will be given by a former US Customs & Border Protection Audit Supervisor.

We are working with NCBFAA to determine if CEU credit will be available for this session.

Please fax the attached reservation form to 713/678-4236 or by email to hcbffa@aol.com and mail your check to the address below. Sorry, we cannot give refunds and we must invoice for reservations made.

Executive Office Phone: 713-678-4300/ Fax: 713-678-4236
Writers Phone:



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FAX AND MAIL RESERVATION FORM FOR

MEMBERSHIP LUNCHEON MEETING

WEDNESDAY, JULY 15, 2009

CROWNE PLAZA HOTEL

_____ Yes, I (we) will attend

_____ Reservations @ \$35.00 each (must be received by July 10, 2009)

_____ Reservations @ \$40.00 each

FAX THIS FORM TODAY TO 713/678-4236

Please print or type

Name(s) _____

CCS # _____

Company _____

Address _____ **City,State,Zip** _____

Phone _____ **Fax** _____

Email _____

Please make checks payable to HCBFFA and mail to:

Affiliate Member

**HCBFFA
P.O. BOX 53359
HOUSTON, TX 77052**

Executive Office Phone: 713-678-4300/ Fax: 713-678-4236

Writers Phone:

