



Information Notice:

Guidelines for Truck e-Manifest Filing

(Multiple Consignees and Consolidated Customs Entries)

This document provides clarification for truck carriers and customs brokers with regard to manifesting and entry requirements when multiple shippers and/or consignees are involved.

Shipper and Consignee Identification – In the past, shipments from a single shipper, with a single purchaser, to multiple consignees would be consolidated under a single entry and PAPS number. With the advent of ACE e-Manifest, the carrier is now responsible under the Trade Act to identify each shipper and consignee pair as a separate item on the manifest. As per the regulations (19 CFR 123.92), carriers achieve this by using multiple Shipment Control Numbers (SCN), one for each shipper/consignee pair. The system is designed to accommodate this process.

Consolidated Entries, Multiple Shipment Consignees – Brokers may consolidate multiple SCNs under a single entry number, as per the regulations (19 CFR 141, Subpart D). Brokers should consult the regulations to determine the number of entries that should be filed based on commercial parties, shipment methods, and importer/broker contracts. As long as each shipment is manifested, releasable, and covered under an entry, CBP Officers should make every effort to release the trip.

Definitions of Manifest Consignee and Ultimate Consignee – For manifest purposes, the **Manifest Consignee** is defined as the “*deliver to party*” from the contract of carriage that brings the goods to the United States. Goods intended to be delivered to multiple destinations in the U.S. at the time of importation need to have the consignee identified at the shipment level. Some examples (this is not an all inclusive list) include:

- Single shipper with multiple deliveries arriving in the U.S. under the contract of carriage of the delivering carrier – Each consignee would need to be identified by a separate shipment record with its own SCN.
- Single shipper with a single delivery to a distribution facility – Additional distribution may take place but is not the responsibility of the arriving carrier. One consignee and shipper reported in a single shipment record identified with a single SCN may be reported.
- Multiple shippers, with a single delivery to distribution facility – Additional distribution may take place but is not the responsibility of the arriving carrier. A separate shipment record with its own SCN is required for each shipper even though each shipment is consigned to the same consignee.
- Carrier delivering merchandise to UPS or the post office for distribution in the US- Each shipper/consignee pair requires a separate SCN. The exception to this is bulk mailings entered as printed material and sent into the mail stream. A single consignee is sufficient for this example.
- The **Ultimate Consignee** for entry purposes is defined as the “*U.S. purchaser or owner of the merchandise.*” If at the time of entry the purchaser or owner is not identified, then the “*deliver to party*” from the invoice will be used. The ultimate consignee is a commercial entity and entry rules apply.