



**PORT OF SAN FRANCISCO
INFORMATION NOTICE**

Distribution:

Number: 728-14-05

Supersedes: N/A

Issue Date: April 14, 2014

Expires: When Superseded

Contact Point: Entry Branch Chief, Elizabeth Vega (415) 782-9400

SUBJECT: San Francisco Entry Branch Realignment and Contact List

ACTION: Effective April 21, 2014, locally licensed brokers will no longer be assigned to a specific Entry Specialist Team in the Port of San Francisco. Entry teams will be realigned to "Processed" based instead of "Filer" based.

General Entry Questions – (415) 782-9340

Entry Specialist Team - Unit 1

Room 219

Public Number 782-9310

Fax Number 705-1356

Supervisor: Valerie Beard

Areas of Responsibility:

- Cancellations
- Quota
- American Goods Returned
- Warehouse Entries
- Defense Contract Management Agency (DCMA)

Entry Specialist Team - Unit 2

Room 219

Public Number 782-9320

Fax Number 705-1356

Supervisor: Jennifer Dolan

Areas of Responsibility:

- Post Entry Amendment / PSC
- Change Liquidations
- Food and Drug Administration refusal/ redelivery notices
- Protests (514)/Petition (520d's)
- Summons

Broker Management Office

Room 229

Public Number 782-9403

Fax Number 705-1647

Supervisor: Patricia Chapman

Areas of Responsibility:

- Broker license, permit and control
- Statement Processing
- Single Transaction Bonds
- Trade Fair/Permanent Exhibition Bonds

Satellite Team: Record Room, Financial & Carnet Unit

Room 205

Public Number 782-9340

Fax Number 782-9302

Supervisor: Robert Bell

Areas of Responsibility:

- Front counter
- Self-filed / Non-ABI Entries
- Informal Entries
- Collections
- Temporary Importation Bond (TIB)
- Carnets

Ricardo A. Scheller
Area Port Director
San Francisco