

U.S. Department of Commerce
International Trade Administration - U.S. Export Assistance Center
425 West Capitol Ave, Ste. 425, Little Rock, AR. 72201
Phone: 501-324-5794, Fax: 501-324-7380
little.rock.office.box@mail.doc.gov, <http://www.buyusa.gov/arkansas>
[Ray Riggs, USEAC Director/International Trade Specialist](#)
[Mary Hayward, Export Assistance Specialist](#)



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INFORMED COMPLIANCE PUBLICATIONS: U.S. Customs & Border Protection has a number of Informed Compliance publications (ICPs) in the "What Every Member of the Trade Community Should Know About: ..." series. Three publications of general interest are:

[What Every Member of the Trade Community Should Know About Recordkeeping](#)
[What Every Member of the Trade Community Should Know About U.S. Rules of Origin](#)
[What Every Member of the Trade Community Should Know About Foreign Assembly of U.S. Components](#)

U.S. PASSPORT CARD APPLICATIONS ACCEPTED FEB. 1: U.S. citizens may begin applying in advance for the new U.S. Passport Card beginning February 1, 2008, in anticipation of land border travel document requirements. The passport card will facilitate entry and expedite document processing at U.S. land and sea ports-of-entry when arriving from Canada, Mexico, the Caribbean and Bermuda. The card may not be used to travel by air. The Department of State will issue this passport card in response to the needs of border resident communities for a less expensive and more portable alternative to the traditional passport book. For details, [click here](#).

HOW TO DETERMINE TARIFFS / IMPORT FEES: Tariff or duty, are used interchangeably; they are a tax levied by governments on the value of products imported from one country into another. Often, sales and/or state taxes, and in some instances customs fees, will be levied as well. For help in determining your product's Harmonized System or Schedule B Number Classification Code, information on terms of sale that also impact duties charged, and a list of tariff databases by country, [click here](#).

GETTING PAID BY YOUR LATIN- AMERICAN BUYER: U.S. exporters frequently demand Confirmed Letter of Credit or Cash in Advance. As a result, they often lose sales to Latin American buyers. While it is prudent for U.S. exporters to insist on secure payment terms, to be competitive a variety of payment options should be considered. A new guide produced by our team of CS Western Hemisphere specialists in English, Spanish and Portuguese provides tips. For a free download, [click here](#).

ASK THE EXPERTS: In the January 2008 edition of "Managing Imports & Exports," an Import-Export Manager asks Alan Gaudio consultant for UNZ & Company, "My foreign customer has asked me to prepare a certificate of origin to accompany the other documents I'm sending along with the export shipment. The form I have has the words 'United States' preprinted on it, representing the origin of the goods. What I'm exporting was not made in the United States. Can I white out the words 'United States' and then type in the real country of origin?" [Click here](#) for Mr. Gaudio's reply:

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We hope you've enjoyed this edition of our newsletter.
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For a list of our upcoming Webinars and other programs, [click here](#).
(Any mention of non-government sources does not constitute endorsement.)