

## Notification Requesting Production Authority – Instruction Sheet

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No zone, subzone, zone expansion/reorganization/modification, or production authority may be approved unless a completed application/notification/request has been received (19 U.S.C. 81a-81u; 15 CFR Part 400). The Foreign-Trade Zones Board has no authority to finance zone projects. Its approval is in the form of a grant of authority (license) for operating a facility under foreign-trade zone procedures. The basic requirements for foreign-trade zone applications are found in the regulations of the Foreign-Trade Zones Board (15 CFR Part 400), including Sections 400.21 through 400.25. Application formats are available on the FTZ Board web site: <http://www.trade.gov/ftz>.

Corporations submitting applications must be qualified to apply under the laws of the state in which the zone is to be located. Applicants may submit drafts of their applications to the FTZ Staff, which can provide comments and technical assistance in interpreting the Board's regulations.

Applicants should note that conduct of their proposed activity under FTZ procedures would result in an additional, ongoing information-collection burden associated with the Annual Report from Foreign-Trade Zones (OMB Control No. 0625-0109).

FTZ Staff  
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Foreign-Trade Zones Board  
U.S. Department of Commerce  
1401 Constitution Avenue, N.W., Room 21013  
Washington, D.C. 20230  
(202) 482-2862

**Notification Requesting FTZ Production Authority**

Grantees or operators may submit production notifications to the Board's Executive Secretary. If an operator submits the application, it must also provide a copy to the grantee.

To help us review your notification as quickly as possible, please include the question number and the text of the question prior to your response to each question. If you have questions, contact the FTZ Board staff at (202) 482-2862.

**Company and FTZ Site(s)**

1. State a) the FTZ user (company for whose benefit the activity would be conducted) and b) the zone/subzone locations (including site numbers) at which the activity would be conducted.

**Proposed Activity**

2. Provide a short summary (generally no more than a few paragraphs) of the activity that you propose to conduct under FTZ procedures.

**Products and Components**

3. Using the tables that follow (inserting additional rows, as needed), list the finished products and imported components/inputs that you propose for production under FTZ procedures. Your list of finished products and imported components/inputs should encompass both actual/planned activity and potential activity for which you request authority. Any approval of your notification by the FTZ Board would only extend to the specific finished products and components/inputs listed in your notification (that is, your "scope of authority"). For each finished product and component/input, provide an item description, 6-digit HTSUS number, and current U.S. duty rate.

4. Are any of the listed component/inputs are subject to a trade-related measure or proceeding (such as an AD/CVD order or proceeding, or suspension of liquidation under AD/CVD procedures)? If yes, explain.

**Finished Products:**

Description	HTSUS No.	Duty Rate

**Components:**

Description	HTSUS No.	Duty Rate