

## **Notification Requesting Production Authority**

### **Instruction Sheet**

A Federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with an information collection subject to the requirements of the Paperwork Reduction Act of 1995 unless the information collection has a currently valid OMB Control Number. The approved OMB Control Number for this information collection is 0625-0139. Without this approval, we could not conduct this information collection. Public reporting for this information collection is estimated to be approximately 5.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the information collection. All responses to this information collection are required to obtain benefits. Send comments regarding this burden estimate or any other aspect of this information collection, including suggestions for reducing this burden, to the International Trade Administration, Attn: FTZ Board Executive Secretary, U. S. Department of Commerce, 14<sup>th</sup> and Constitution Avenue NW, Room 21013, Washington, DC 20230 or [ftz@trade.gov](mailto:ftz@trade.gov).

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  
March 2022

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 at: [ftz@trade.gov](mailto:ftz@trade.gov). If an operator submits the application, it must also provide a copy to the grantee. The grantee or operator submitting the notification must at the same time provide a copy to the U.S. Customs and Border Protection (CBP) office with oversight responsibility for the zone.

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. Are any of the listed foreign-status components/inputs subject to a trade-related measure or proceeding (such as an AD/CVD order or proceeding, suspension of liquidation under AD/CVD procedures, or Section 201/204/232/301/337/421 investigations)? If yes, explain. *Note that FTZ authority is not specific to country of origin so this question should be answered for all trade measures regardless of whether the component/input is currently sourced from a country subject to such a measure.*

4. Using the tables that follow (inserting additional rows, as needed), list the finished products and foreign-status components/inputs that you propose for production under FTZ procedures. Your list of finished products and foreign-status components/inputs should encompass both actual/planned activity and potential activity for which you request authority. Any FTZ Board authorization of the activity in your notification would only extend to the specific finished products and foreign-status components/inputs listed in your notification (that is, your "scope of authority"). For each finished product and foreign-status component/input, provide a physical description (not the description from the HTSUS), 6-digit HTSUS number, and current U.S. duty rate.

**Finished Products:**

<b>Physical Description (not HTSUS description)</b>	<b>HTSUS No.</b>	<b>Duty Rate</b>

**Foreign-Status Components:**

<b>Physical Description (not HTSUS description)</b>	<b>HTSUS No.</b>	<b>Duty Rate</b>