

Steel Import License Application

The attached form is the same form included under the automated, on-line application system. It should only be utilized if the Steel Import Licensing System is inoperable or user computer systems are nonfunctional, AND a shipment is due for importation at that time.

Below are the field descriptions and requirements for the form. Upon completion, please e-mail a scanned copy to Steel.license@trade.gov Subject: Steel License Application

Shipper and Shipment Information

1. Applicant Company: Name of company responsible for shipment (This should be the company of the registered user).
2. Customs Entry Number: Input if known at time of application. This number is optional.
3. License Number: Generated by the Licensing System upon submission.
4. Contact Name: Name of applicant.
5. Address of Applicant: Applicant's business address. Must be the U.S. street address used when registering in the licensing system. A PO Box address is not acceptable.
6. Contact Phone: Contact telephone number of the registered user.
7. Contact Fax: Contact fax number of the registered user.
8. Contact Email: E-mail address of the registered user (same as UserID/Username).
9. Importer Name: Name of Importer of Record.
10. Exporter Name: Name of Exporter.
11. Manufacturer Name: Name of manufacturer(s) of the product(s) or shipper(s). May list multiple manufacturers or as unknown.
12. Country of Origin: Country in which the product(s) were manufactured. Please spell out country name (no abbreviations).
13. Country of Exportation: Country from which the product(s) were exported. Please spell out country name (no abbreviations).
14. Expected Port of Entry: Expected port of entry. Please write port city and state.
15. Expected Date of Export: Date product(s) expected to be shipped from the country of exportation. Must be in mm/dd/yyyy format.
16. Expected Date of Import: Date product(s) expected to enter the United States. Must be in mm/dd/yyyy format. The date should be as accurate as possible.
17. Date of Application: Date application for the License was made. License may be filed up to sixty days prior to the expected date of importation, and until the date of filing of the Customs Entry Summary documentation (CF-7501). Date is automatically generated upon submission.
18. Date License Valid From: License will be valid for seventy-five days from the date of application. This date is automatically generated upon submission.
19. Date License Valid Through: Date License will expire. Date is automatically generated upon submission.

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Product Information for Each Product*

HTS Number: Harmonized Tariff Schedule (HTS) number that most closely describes the product to be imported. This should match the HTS used on the CF-7501.

Country of Melt & Pour: Country where Steel was originally melted; Please spell out Country name (no abbreviations).

Country of melt and pour refers to the original location where the raw steel is (1) first produced in a steel-making furnace in a liquid state and then (2) poured into its first solid shape. The first solid state can take the form of either a semi-finished product (slab, billets or ingots) or a finished steel mill product. The location of melt and pour is customarily identified on mill test certificates that are commonplace in steel production, generated at each stage of the production process, and maintained in the ordinary course of business. This reporting requirement will not apply to raw materials used in the steel manufacturing process (*i.e.*, steel scrap; iron ore; pig iron; reduced, processed, or pelletized iron ore; or raw alloys).

Product Description: Description of the product taken from the HTS list.

Product Category: Category assigned to the product based on the Product HTS. (autofill)

Volume (Kilograms): The weight of the product in *kilograms* at time of entry (netweight).

Unit: The unit of measurement must be listed in kilograms.

Customs Value (U.S.\$): Entered value of this product in U.S. dollars; not invoiced value (It should not include duty, brokerage fees, or freight).

**Information is required for each product included in this license application.*

Please remember to mark the box at the bottom of the application form to certify the information supplied on the application form.

Form ITA- ENFORCEMENT AND COMPLIANCE

OMB Control No: 0625-0245
Expiration Date: 01/31/2027

☐ Foreign Trade Zone

01) Applicant Company

02) Customs Entry Number

03) License Number

04) Contact Name

05) Address of Applicant

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06) Contact Phone	07) Contact Fax	08) Contact Email
09) Importer Name	10) Exporter Name	11) Manufacturer Name
12) Country of Origin (Customs Basis)	13) Country of Exportation	14) Expected Port of Entry
15) Expected Date of Export	16) Expected Date of Import	17) Date of Application
18) Date License Valid From	19) Date License Valid Through	

PRODUCT ONE			
20) HTS - Number	21) Product Description	22) Product Category	
23) Country of Melt & Pour			
24) Volume (Kilograms)	25) Unit:	26) Customs Value (U.S. \$)	27) Unit Value (U.S.\$/kg)
	Kilograms		
PRODUCT TWO			
28) HTS - Number	29) Product Description	30) Product Category	

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31) Country of Melt & Pour			
32) Volume (Kilograms)	33) Unit:	34) Customs Value (U.S. \$)	35) Unit Value (U.S.\$/kg)
	Kilograms		

+ADD MORE PRODUCTS

Before submitting this form to the Department of Commerce, you must check the box below to certify that, as a representative of the manufacturer or importer, the above information is accurate and complete to the best of your knowledge.

☐ I certify that the above information is accurate and complete to the best of my knowledge.

I also understand that certain information on this license regarding volume (or quantity), value and country of origin will be posted on public website aggregated with similar data from other licenses.

Public Burden Statement

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 0625-0279. Without this approval, we could not conduct this information collection. Public reporting for this information collection is estimated to be approximately 10 minutes 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 voluntary. 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 Paperwork Reduction Act Program: PRA@trade.gov.

Privacy Act Statement

This information is collected under the authority of the Privacy Act of 1974 (5 U.S.C. § 552a) and 15 U.S.C. § 1512. It will be used by the International Trade Administration (ITA) to provide services, process requests, and support ITA's trade promotion and enforcement mission. Routine uses may include disclosure to other federal, state, local, or foreign government agencies, and authorized contractors, as described in the applicable Department of Commerce System of Records Notices (SORNs) at <https://www.commerce.gov/opog/privacy/SORN>. Providing this information is voluntary, but not doing so may limit our ability to respond to your request.