

PAPS Notification

For U.S. Bound Shipments

Email the completed form to ustruckrail@ghy.com. Carrier/Driver must fill out this form and e-mail along with all supporting clearance documentation, at minimum **4 hours prior to border arrival**. Failure to do so may result in delays, costs and/or penalties. **Limit one shipment, per e-mail.**

[IMPORTANT] Subject Line Required Format: **PAPS #####, Port of Crossing Name or Port Code.**
e.g. PAPS SCAC999999, Pembina, ND, 3401.

Date:		Carrier is responsible to check on the status shipment (PAPS). To do so please visit: www.ghy.com/paps-tracking/ OR call us 1-888-825-0002, ext. 735
Number of Pages (incl. cover):		
Carrier Name*:		
Carrier Email Address*:		
Driver Name:		
Driver Cell Phone:		
Carrier Dispatch Phone*:		
<i>*We must have the ability to reach the carrier to obtain missing information or to notify in case problems prevent shipment processing.</i>		

Crossing Details

GHY Filer Code: DN2	
Date of Crossing: (mm/dd/yyyy)	Time of Crossing (CST): (hh:mm)
U.S. Port of Crossing:	
Manifested Qty:	Manifested Weight:

PAPS BARCODE / SCN # APPLIED HERE:

NOTE: Do not put PAPS sticker on the e-Manifest.

- Please ensure all documents you fax are clear and complete. Incomplete, illegible, or missing documentation or information may delay release by CBP or other government agencies.
- Please report any changes to the information on this sheet to your broker immediately. This will help with rapid release at primary.
- Driver is to cross at designated port only. Failure to cross at designated port will result in crossing delays and costs.
- FDA Shipments must be accepted by CBP & FDA a minimum of 2 hrs. prior to truck crossing the border.

Prior to arrival at the border, it is the carrier's responsibility to verify that your customer's cargo data has been accepted by CBP, and to communicate any changes in information (port of arrival, quantities). Confirmation of e-mail receipt by the customs broker does not constitute approval by CBP. All non-compliance for prior notice results will be the responsibility of the carrier.