Tariff Refund Buyout Program

Thank you for applying through our website. To begin our review process, we'll need a few key documents and confirmations from you. This presentation outlines exactly what we need — and why — so you can gather everything efficiently and move your application forward without delay.

APPLICATION REQUIREMENTS

What to Expect

Our review team will evaluate your eligibility based on your financial standing, import history, and any legal or administrative actions related to your tariff situation. The checklist below summarizes everything required to complete your application.

01

Financial Statements

Two years of P&L and Balance Sheet documents

02

Bank Statements

Last four months of business bank statements

03

Legal & Administrative Status

CIT complaint or CBP administrative action details

04

Importer of Record

Full legal name of the IOR on file

05

ACE / Import Entry Report

All entries since January 1, 2025

1. Financial Statements — Past Two Years

Please provide the following financial documents covering the most recent two fiscal years. These help us assess your company's financial health and determine the appropriate structure for your buyout offer.

Profit & Loss Statement

A complete income statement showing revenues, expenses, and net profit or loss for each of the past two years.

Balance Sheet

A snapshot of your company's assets, liabilities, and equity at the close of each fiscal year under review.

If your financials were prepared by a CPA or external accountant, certified copies are preferred but not required at this stage.

2. Business Bank Statements

Please submit the **last four consecutive months** of bank statements from your primary business operating account. These statements allow our team to verify cash flow, liquidity, and overall business activity in support of your financial statements.

Which Account?

Use your primary business checking or operating account — the account through which most business transactions flow.

Format Accepted

PDF exports from your bank's online portal are acceptable. Statements should show the account holder name, account number (partial is fine), and all transaction activity.

Multiple Accounts

If your business operates multiple significant accounts, please include statements for each one to give our team a complete picture.

3. Court of International Trade (CIT) Filing Status

We need to understand whether your company has taken formal legal action related to your tariff situation. Please confirm one of the following:

✔ CIT Complaint Filed

If your company — or a trade association on your behalf — has filed a complaint with the **Court of International Trade**, please confirm this and provide the case name or docket number if available.

× No CIT Filing

If no CIT complaint has been filed, please let us know so we can assess your eligibility through alternative administrative pathways with CBP.

If No CIT Complaint — CBP Administrative Actions

If your company has not filed with the Court of International Trade, please indicate whether any of the following administrative actions were filed directly with U.S. Customs and Border Protection (CBP). These filings are relevant to your application and affect how we structure your buyout review.

Post Summary Correction (PSC)

A PSC is an amendment to a filed entry summary submitted after the original entry but before CBP has liquidated it. If filed, please provide relevant entry numbers.

Administrative Protest

A formal protest filed under 19 U.S.C. § 1514 challenging CBP's tariff classification, valuation, or duty assessment. If filed, please share the protest number and status.

Neither Filed

If no administrative action of any kind has been taken, simply let us know — this is also important information that helps us evaluate your available options.

4. Full Legal Name of the Importer of Record (IOR)

Please provide the **full legal name** of the Importer of Record as it appears on your CBP import filings. This is a critical detail — it must match the entity named in your entry documentation exactly.

> **Important:** The Importer of Record may be a **subsidiary or affiliated entity** rather than your parent company. If a subsidiary is listed on the original customs filing, please provide that subsidiary's legal name — not the parent organization's name. If you are unsure, check your entry summary (CBP Form 7501) or consult your customs broker.

Having the correct IOR name ensures our team can accurately match your application to the corresponding import entries in the ACE system and CBP records.

5. ACE Export or Excel Import Entry Report

To complete our review, we need visibility into your full import activity since **January 1, 2025**. Please provide an export from the **Automated Commercial Environment (ACE)** portal, or an equivalent Excel report, covering all import entries during this period.

What Is ACE?

ACE is CBP's online trade processing system. If your company or broker has access, you can pull an entry summary report directly from the ACE portal at cbp.gov.

No ACE Access?

If you do not have direct ACE access, your licensed customs broker can pull this report on your behalf. An Excel spreadsheet with entry numbers, dates, HTS codes, and duty amounts is also acceptable.

Date Range

The report should cover all entries from **January 1, 2025** through the current date. Partial reports are acceptable — just note the coverage period.

Document Submission Checklist

Use this quick-reference checklist to confirm you have everything ready before submitting. A complete package ensures the fastest possible review time.

1. **Financial Statements (2 Years)**

   Profit & Loss Statement **and** Balance Sheet for the past two fiscal years

2. **Business Bank Statements (4 Months)**

   Most recent four consecutive months from your primary operating account

3. **CIT or CBP Filing Confirmation**

   Confirmation of CIT complaint, PSC, Administrative Protest, or a statement that none were filed

4. **Full Legal Name — Importer of Record**

   Exact legal name as listed on CBP import filings (subsidiary name if applicable)

5. **ACE / Excel Import Entry Report**

   All import entries from January 1, 2025 to present (if available)

Questions? We're Here to Help.

If you have any questions about the documents requested, the process, or your specific situation, please don't hesitate to reach out. Our team is familiar with the nuances of customs filings, ACE reporting, and CIT proceedings — and we're happy to guide you through any step of this process.

Not Sure About a Document?

Ask us before you submit. Sending the wrong version can delay your review — we'd rather help you get it right the first time.

Missing Information?

If certain documents are unavailable — such as an ACE report — submit what you have and note what is outstanding. We can often proceed with a partial submission.

Next Steps

Once we receive your complete submission, our review team will assess your eligibility and reach out with a determination and any follow-up questions.