



August 21, 2009

Dear Sir or Madam:

You or the contact on file in Expeditors' booking tool recently received an email from Expeditors regarding collecting information at the time of booking for Academy's Importer Security Filing (ISF). Due to new U.S. Customs Importer Security legislation, information must be provided at the time of booking for Academy to complete and transmit the ISF. A sample of the recent email sent by Expeditors is on the second page of this letter.

It is very important that you follow the login instructions in this email to sync your account in their online booking tool with their ISF tool. Doing this is easy and there is no cost associated with it. Click on the link Expeditors provided in their email and enter the same username and password that you use to sign into their Order Management Booking Tool. Your account in their booking tool is now synced with their ISF tool.

**It is crucial that you do this as soon as possible in order to prevent a delay in your shipments. We are required by U.S. Customs to provide certain details regarding all shipments into the United States at least 24 hours prior to vessel sailing. Failure to supply this information will prevent merchandise from leaving any foreign country and result in late shipments, potential penalties and payment delays, as the original Forwarder's Cargo Receipt will not be issued until all required ISF data has been provided.**

The link in the invitation that you received from Expeditors is only valid for seven days. Please email them at [iah-isf@expeditors.com](mailto:iah-isf@expeditors.com) if it has been more than seven days since you received the invitation or if you do not have a username and password for their Order Management Booking Tool. The **deadline** for logging in and syncing the ISF tool with the booking tools is **August 21<sup>st</sup>, 2009** but I urge you to do it as soon as possible.

Again, failure to provide the necessary data elements will delay your shipment and result in potential penalties to your company and payment delays. You must accept Expeditors invitation in order to supply these data elements in the booking tool.

I appreciate your assistance in helping us collect the required data for Customs.

Sincerely,

Tony Davis  
Vice President Logistics

cc: Expeditors International

