



Thank you for giving D&L CHB, LLC the opportunity to introduce our company to you!

Whether you are a booking agent, outfitter, taxidermist or hunter D&L's primary goal is to make sure your trophies are taken care of in a professional manner with expedited service. We feel that with our capable staff and years of experience we can make the process of shipping and clearing your trophies a positive experience!!

THE PROCESS

1. Contact with the client to explain the process that will go on to import their trophies. Send the client the documents that we require to be filled out either prior to or upon the hunters return from their hunt.
2. The hunter or U.S. taxidermist will need to send us back the clients paperwork, being the Hunter Information Sheet, signed Power of Attorney and acceptable Proof of Identity.
WE WILL NOT CREATE A FILE UNTIL WE RECEIVE THE PAPERWORK BACK
3. Regarding animals taken that require a U.S. Fish and Wildlife cites permit: D&L has the ability to apply for the cites on behalf of the hunter for a minimal fee. If the hunter does not require our services we will need the original permit when the hunter receives.
DO NOT SEND THE ORIGINAL PERMIT VIA U.S. MAIL AS THERE IS NO WAY TO TRACK.
4. Depending on the country of origin and what is being done to the trophy (just dip n pack or mounting) we will contact the overseas taxidermist to make sure they have our information on file. We will include the client in on the email to ensure you see the response from the taxidermy.
5. Ensure we have the shipping agents information or get it from the overseas taxidermy to make contact. We will keep track of the shipment as it moves from the taxidermy to the shipper.
6. Once the trophies are ready to ship the shipper scans us copies of the documents to double check for any errors, along with a pre-alert to track your shipment.
7. D&L will call you as soon as the trophies have been processed through U.S. Customs, Agriculture and Fish & Wildlife. If there are any problems we will notify you immediately.
8. When all has been completed we will send you a bill for our services. You have the option of sending us a check or paying via Visa or Mastercard. Our payment terms are 30 days.

HUNTER INFORMATION SHEET

D&L CHB, LLC

1500 MIDWAY COURT, STE W201

ELK GROVE VILLAGE, IL 60007

TELE: 847-690-0690 FAX: 847-690-0699

WEBSITE: dandlcustomhousebrokers.com or visit us on Facebook

Lisa cell: 262-949-1730 or email: lisaj@dlchb.com OR

Laura cell: 847-708-7505 or email: laura.durgin@dlchb.com

SECTION 1 – Your information

HUNTER NAME: _____

Date of return from hunt: _____

Tele: Home/Work: _____ Cell: _____

RESIDENTIAL PHYSICAL ADDRESS: _____

MAILING ADDRESS: _____

City: _____ State: _____ Zip Code: _____

Email address: _____

SECTION 2 - Overseas taxidermist/Dip n Pac or Shipping Company

Name: _____ Country: _____

Email address: _____

SECTION 3 – If you hunted with a group that your trophies are shipping back to the states for D&L to clear please list other hunters names or group name below:

***** SECTION 4 – PAYMENT TO D&L – OUR FEES ARE NOT INCLUDED IN YOUR SHIPPING FEES. YOU WILL RECEIVE A BILL FROM D&L WHEN THE SHIPMENT IS COMPLETE AND YOU WILL HAVE 30 DAYS TO REMIT EITHER VIA CREDIT CARD OR CHECK.**

SECTION 5 – WIRE TRANSFERS TO TAXIDERMIST OR SHIPPING AGENT

D&L can pay anyone overseas on your behalf, if you wish for us to do this please send us a check for the full amount due + \$50.00 for the wire. You can also pay us via credit card which will have a 2.5% fee that we have to pay the cc company. Please be sure to attach the agent invoice along with the bank details for whom we are to wire. **WHETHER YOU ARE USING OUR CLEARING SERVICES OR NOT D&L CAN HANDLE REMITTANCE FOR YOU.**

DELIVERY INSTRUCTIONS

BE SURE TO COMPLETE ALL SECTIONS THAT PERTAIN TO YOUR DELIVERY

SECTION 6A – Ship to address of unfinished trophies if not going direct to taxidermist:

Name: _____ Tele: _____

Address: _____

EMAIL: _____

SECTION 6B – Ultimate taxidermist (if above is tannery only)

Name: _____ Tele: _____

Address: _____

EMAIL: _____

SECTION 6C – Home/Business Delivery (if not going to either above)

Name: _____ Tele: _____

Address: _____

EMAIL: _____

SECTION 6D – To ensure your delivery is set up properly please X the boxes that pertain

Residential

Liftgate Truck Required

Has a dock

Has a Forklift

Any additional delivery instructions: _____

PLEASE BE SURE TO COMPLETE THE ENTIRE PACKET WHICH YOU MAY EMAIL OR FAX BACK TO US. We will not create a file for you until we receive a completed packet prior to the arrival of your trophies. We will not be responsible for any email / communication regarding your shipment again until we receive your packet. We strongly suggest you do not bring back curios/gifts or nick nacks as they will become dutiable items.

YOU WILL BE BILLED AFTER SHIPMENT HAS BEEN DELIVERED. YOU WILL BE RESPONSIBLE FOR REMITTING BACK TO D&L WITHIN 30 DAYS. IF YOU DO NOT HAVE A QUOTE PLEASE CALL OR EMAIL MYSELF OR LAURA AS AGAIN YOU WILL HAVE CHARGES PAYABLE TO D&L!!

CUSTOMS POWER OF ATTORNEY
and
Acknowledgement of Terms and Conditions of Service

Copyright 1995, National Customs Brokers and Forwarders Association of America, Inc.
(Revised 07/04)

✓ appropriate box:

- Individual
- Partnership
- Corporation
- Sole Proprietorship
- Limited Liability Company

SS# ✓ _____

KNOW ALL MEN BY THESE PRESENTS: That, ✓ _____ doing
(Full name of individual, partnership, corporation, sole proprietorship, or limited liability company) (Identify)
business as a ✓ **INDIVIDUAL** _____ under the laws of the State of ✓ _____,
(Individual, partnership, corporation, sole proprietorship, or limited liability company) (insert one)
residing or having a principal place of business at ✓ _____, hereby constitutes and
appoints ✓ **D&L CHB, LLC** _____, its officers, employees, and/or specifically authorized agents, to act for and
(Grantee's Name)
on its behalf as a true and lawful agent and attorney of the grantor for and in the name, place and stead of said grantor, from this date,
in the United States (the "territory") either in writing, electronically, or by other authorized means, to:

Make, endorse, sign, declare, or swear to any customs entry, withdrawal, declaration, certificate, bill of lading, carnet or any other documents required by law or regulation in connection with the importation, exportation, transportation, of any merchandise in or through the customs territory, shipped or consigned by or to said grantor;

Perform any act or condition which may be required by law or regulation in connection with such merchandise deliverable to said grantor; to receive any merchandise;

Make endorsements on bills of lading conferring authority to transfer title; make entry or collect drawback; and to make, sign, declare, or swear to any statement or certificate required by law or regulation for drawback purposes, regardless of whether such document is intended for filing with U.S. Customs and Border Protection;

Sign, seal, and deliver for and as the act of said grantor any bond required by law or regulation in connection with the entry or withdrawal of imported merchandise or merchandise exported with or without benefit of drawback, or in connection with the entry, clearance, lading, unlading or navigation of any vessel or other means of conveyance owned or operated by said grantor, and any and all bonds which may be voluntarily given and accepted under applicable laws and regulations, consignee's and owner's declarations provided for in section 485, Tariff Act of 1930, as amended, or affidavits or statements in connection with the entry of merchandise;

Sign and swear to any document and to perform any act that may be necessary or required by law or regulation in connection with the entering, clearing, lading, unlading, or operation of any vessel or other means of conveyance owned or operated by said grantor;

Authorize other Customs Brokers duly licensed within the territory to act as grantor's agent; to receive, endorse and collect checks issued for CBP duty refunds in grantor's name drawn on the Treasurer of the United States; if the grantor is a nonresident of the United States, to accept service of process on behalf of the grantor;

And generally to transact Customs business, including filing of claims or protests under section 514 of the Tariff Act of 1930, or pursuant to other laws of the territories, in which said grantor is or may be concerned or interested and which may properly be transacted or performed by an agent and attorney;

Giving to said agent and attorney full power and authority to do anything whatever requisite necessary to be done in the premises as fully as said grantor could do if present and acting, hereby ratifying and confirming all that the said agent and attorney shall lawfully do by virtue of these presents;

This power of attorney to remain full force and effect until revocation in writing is duly given to and received by grantee (if the donor of this power of attorney is a partnership, the said power shall in no case have any force or effect in the United States after the expiration 2 years from the dates of its execution);

Grantor acknowledges receipt of ✓ **D&L CHB, LLC** _____ Terms and Conditions of Service governing all transactions between the Parties.
(Grantee's Name)

If the Grantor is a Limited Liability Company, the signatory certifies that he/she has full authority to execute this power on behalf of the Grantor.

IN WITNESS WHEREOF, the said ✓ _____
(Full name of company)

caused these presents to be sealed and signed: (Signature) ✓ _____

(Capacity) ✓ **N/A** _____ Date: ✓ _____

Witness: (if required) **N/A** _____

If you are the importer of record, payment to the broker will not relieve you of liability for CBP charges (duties, taxes or other debts owed CBP) in the event the charges are not paid by the broker. Therefore, if you pay by check, CBP charges may be paid with a separate check payable to "U.S. Customs and Border Protection" which shall be delivered to CBP by the broker. Importers who wish to utilize this procedure must contact our office in advance to arrange timely receipt of duty checks.

* SAMPLE * CUSTOMS POWER OF ATTORNEY * SAMPLE *

CUSTOMS POWER OF ATTORNEY
and
Acknowledgement of Terms and Conditions of Service

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(Revised 07/04)

- appropriate box:
[X] Individual
[] Partnership
[] Corporation
[] Sole Proprietorship
[] Limited Liability Company

SS# SOCIAL SECURITY NUMBER

KNOW ALL MEN BY THESE PRESENTS: That, HUNTER'S FULL NAME doing
business as a INDIVIDUAL under the laws of the State of STATE YOU LIVE IN
residing or having a principal place of business at HOME ADDRESS - NO P.O. BOXES OR WORK ADDRESS
appoints D&L CHB, LLC, its officers, employees, and/or specifically authorized agents, to act for and
on its behalf as a true and lawful agent and attorney of the grantor for and in the name, place and stead of said grantor, from this date,
in the United States (the "territory") either in writing, electronically, or by other authorized means, to:

Make, endorse, sign, declare, or swear to any customs entry, withdrawal, declaration, certificate, bill of lading, carnet or any other
documents required by law or regulation in connection with the importation, exportation, transportation, of any merchandise in or
through the customs territory, shipped or consigned by or to said grantor;

Perform any act or condition which may be required by law or regulation in connection with such merchandise deliverable to said
grantor; to receive any merchandise;

Make endorsements on bills of lading conferring authority to transfer title; make entry or collect drawback; and to make, sign, declare,
or swear to any statement or certificate required by law or regulation for drawback purposes, regardless of whether such document
is intended for filing with U.S. Customs and Border Protection;

Sign, seal, and deliver for and as the act of said grantor any bond required by law or regulation in connection with the entry or
withdrawal of imported merchandise or merchandise exported with or without benefit of drawback, or in connection with the entry,
clearance, lading, unloading or navigation of any vessel or other means of conveyance owned or operated by said grantor, and any and
all bonds which may be voluntarily given and accepted under applicable laws and regulations, consignee's and owner's declarations
provided for in section 485, Tariff Act of 1930, as amended, or affidavits or statements in connection with the entry of merchandise;

Sign and swear to any document and to perform any act that may be necessary or required by law or regulation in connection with
the entering, clearing, lading, unloading, or operation of any vessel or other means of conveyance owned or operated by said grantor;

Authorize other Customs Brokers duly licensed within the territory to act as grantor's agent; to receive, endorse and collect checks
issued for CBP duty refunds in grantor's name drawn on the Treasurer of the United States; if the grantor is a nonresident of the
United States, to accept service of process on behalf of the grantor;

And generally to transact Customs business, including filing of claims or protests under section 514 of the Tariff Act of 1930, or
pursuant to other laws of the territories, in which said grantor is or may be concerned or interested and which may properly be
transacted or performed by an agent and attorney;

Giving to said agent and attorney full power and authority to do anything whatever requisite necessary to be done in the premises as
fully as said grantor could do if present and acting, hereby ratifying and confirming all that the said agent and attorney shall lawfully
do by virtue of these presents;

This power of attorney to remain full force and effect until revocation in writing is duly given to and received by grantee (if the donor
of this power of attorney is a partnership, the said power shall in no case have any force or effect in the United States after the
expiration 2 years from the dates of its execution);

Grantor acknowledges receipt of D&L CHB, LLC Terms and Conditions of Service governing all transactions between the Parties.

If the Grantor is a Limited Liability Company, the signatory certifies that he/she has full authority to execute this power on behalf of the Grantor.

IN WITNESS WHEREOF, the said HUNTER'S FULL NAME
caused these presents to be sealed and signed: (Signature) SIGNATURE
(Capacity) N/A Date: DATE
Witness: (if required) N/A

If you are the importer of record, payment to the broker will not relieve you of liability for CBP charges (duties, taxes or other
debts owed CBP) in the event the charges are not paid by the broker. Therefore, if you pay by check, CBP charges may be
paid with a separate check payable to "U.S. Customs and Border Protection" which shall be delivered to CBP by the broker. Importers who wish
to utilize this procedure must contact our office in advance to arrange timely receipt of duty checks.

PROOF OF IDENTITY REQUIREMENTS

Per U.S. Customs and Border Protection we are required to keep proof of your identity on file due to identity theft. We are also required to have a completed power of attorney with your social security number on it. The following 3 forms are acceptable as proof of identity :

1/ Social Security Card (front and back)

OR

2/ 1040 (copy of your tax return) please be advised we only need the front page showing your name and SS#. All figures can be blacked out.

OR

3/ Copy of your passport

If you should have a need to confirm this regulation with Chicago Customs please feel free to call U. S. Customs at 847-928-3000 and ask for Supervisor Mary Aikens.