

### **New Power of Attorney (POA) Requested**

As announced recently, Advantex Express Inc., Andina Group International, Inc., and Livingston International are joining forces. As part of the integration process, the U.S. Customs and Border Protection (CBP) requires that we have a new Power of Attorney (POA) on file for your company, confirming that Livingston International, Inc. is your U.S. customs broker.

Providing a new POA will not change any of the services currently being provided to you. It will simply allow us to keep your goods and materials moving efficiently by providing you customs brokerage services.

Complete the following easy steps to provide a new POA document:

#### **Step 1 – Review the following materials:**

- Blank POA document (enclosed)
- “How to complete the POA guide” (enclosed)
- Standard terms and conditions available at [www.livingstonintl.com/USBrokerageTerms](http://www.livingstonintl.com/USBrokerageTerms)

#### **Step 2 – Complete the POA form, noting these important points:**

- U.S. companies should only complete page one
- Non-resident corporations must complete both pages
- Our name must appear in full as “Livingston International, Inc.”
- In most cases, CBP requires POAs be signed by an officer of your company; for example, the President, Vice-President, Secretary or Treasurer

#### **Step 3 – Return your completed POA by March 10, 2014:**

- By fax: 905 677-0349
- By email: [farbeed@advantex.ca](mailto:farbeed@advantex.ca)

If you have any questions about how to complete your POA, please contact your local representative. For more integration updates, go to [www.livingstonintl.com/advantex](http://www.livingstonintl.com/advantex)

Note: **An updated Form W-9 is attached for your records.**

Thank you in advance for your attention to this matter.