

**U.S. CUSTOMS AND BORDER PROTECTION**  
**FIELD OPERATIONS, NEW YORK**  
**PORT OF NEW YORK/NEWARK**  
**INFORMATIONAL PIPELINE NO. 19-020-NWK**

**TO:** All Foreign Trade Zone Operators and Subzones, Container Freight Stations, Carriers, Terminal Operators, and Other Concerned Parties

**SUBJECT:** Foreign Trade Zones – New Document Submission Procedures

**DATE:** MAR 01 2019

**REFERENCES:** 19 C.F.R. § 146; *New York/Newark Informational Pipeline 10-004-NWK*  
(Implementation of the Port of New York/Newark FTZ Mailbox)

**PURPOSE:**

The purpose of this pipeline is to update the process in which FTZ forms and documentation will be received, processed, and disseminated by CBP.

**BACKGROUND:**

Previously, all CBP forms and documentation related to FTZs were received manually, signed, stamped, scanned, and emailed back to the FTZ operator or subzone. Effective on the date of this informational pipeline, all FTZ forms and documentation will be sent via PDF and emailed to the “Newark FTZ mailbox”: [NWKFTZ@cbp.dhs.gov](mailto:NWKFTZ@cbp.dhs.gov).

**PROCEDURES:**

The subject line of the email should delineate what FTZ forms and documentation are being sent for review and processing. The following forms will be electronically signed and electronically stamped and emailed to the aforementioned mailbox: 1) CBP Form 6043 – Delivery Ticket, 2) CBP Form 216 – Application for Foreign Trade Zone Activity Permit, and 3) CBP Form 7512- Transportation Entry and Manifest of Goods Subject to CBP inspection and Permit. All processed forms will be emailed back to the FTZ operator or subzone email address with a digital signature.

If you require further information, you may contact Deputy Chief Officer Stephen Long via phone at (201) 443-0383 or via email at [Stephen.Long@cbp.dhs.gov](mailto:Stephen.Long@cbp.dhs.gov).



Stephen Maloney  
Acting Port Director  
Port of New York/Newark