



ClearQuick Customs Brokerage  
30 Mosher Drive  
Tonawanda, NY 14150  
Phone# 716-870-0868  
Fax#: 716-408-9192

## PRE-ARRIVAL PROCESSING SYSTEM (PAPS) COVER SHEET

**FAX TO: 716-408-9192**

**FILER CODE: 9KL**

### Carrier Instructions

1. Complete all open fields in the Required Information section below.
2. Attach your PAPS barcode to both the Inward Cargo Manifest and the first page of the Commercial Invoice.
3. Fax this cover sheet along with the Inward Cargo Manifest and the Commercial Invoice (all pages) to ClearQuick **at least 2 hours prior to the estimated border arrival time..**

Call ClearQuick at 716-870-0868 to confirm that your PAPS data has been transmitted to U.S. Customs.

Alternatively, you may check the PAPS progress at [www.smartborder.com](http://www.smartborder.com) , clicking on the "Web Tracking" and by entering 9KL in the filer code along with your SCAC and BOL#.

### Carrier Required Information

Border Crossing Location \_\_\_\_\_

Date of Arrival at Border Crossing \_\_\_\_\_

Time of Arrival at Border Crossing \_\_\_\_\_

PAPS# (Including SCAC) \_\_\_\_\_

Carrier Name \_\_\_\_\_

Carrier Contact Name \_\_\_\_\_

Carrier Contact Number \_\_\_\_\_

Total number of Pages (including coversheet): \_\_\_\_\_