



Intercontinental Terminals Company LLC

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January 13, 2011

Dear Customer:

Recent revisions to IRS Publication 3536 Excise EDI guide require some baseline changes requiring additional information for all transactions in and out of all 637 terminals regardless of the commodity. The following is a list of the additional information we will need you to provide on your orders.

- ◆ All Imports / Exports must be denoted as such on the customer instructions
- ◆ For all Imports the following information is required:
 - Importer of Record
 - Name of Customs Broker(Both above requirements can be met by providing CF 3461 (Customs Entry/Immediate Delivery form))
- ◆ For all outbound truck and rail moves – State and Country of Destination

The deadline for terminals to include this information in the ExSTARS EDI transmission is the April 2011 reporting; however, we must have time to conduct testing on our EDI transmission files prior to the required deadline. Therefore, we are requesting all customers incorporate this information in their orders by January 31, 2011.

If you have any questions regarding this request, please feel free to contact your Marketing Representative or Jane Chaya at (281) 884-0313 or jchaya@iterm.com.

We appreciate your assistance in meeting 100% on-time compliance with this IRS requirement.

Best regards,

Richard C. Merz

Senior Vice President, Sales and Marketing