January 31, 2023

RE: Importer Security Filing (ISF) Instructions

Dear Oshkosh Corporation Supplier,

Please complete the appropriate ISF template based on the business unit your shipment is being Sold To.

1. In the Header Entry tab please complete all the boxes highlighted in yellow. The step-by-step instructions follow below:
	1. Starting from top, select the appropriate move type from the drop down (CFS or CY).
	2. Complete the next section with the ISF Cut-Off Date, Origin Sailing Date (Transship Sailing Date – if applicable), Origin Port (Transship Port – if applicable) and Destination Port. If the Vessel Name and Voyage Number are known, please populate those sections as well.
	3. Complete the HBL / MBL line. **Note: This must be the bill of lading number submitted to AMS.**
	4. Populate the Seller Name & Address and the Ship To Name & Address.
	5. Populate the Consolidator Name & Address and the Container Stuffing Name & Address if this is a CFS shipment.
2. In the Item Entry tab complete all the areas highlighted in yellow. The item needs to be the **Oshkosh Corporation** part number.
3. Submit the Commercial Invoice, the ISF template and the bill of lading, *at least* five (5) business days prior to the origin sailing date (or transship sailing date – if applicable), to the Oshkosh Import Compliance team import@oshkoshcorp.com. Feel free to contact our Import Compliance team with any questions.
	* + **Our absolute cut-off date is 48 hours/two (2) days prior to the sailing date. Any information that is available should be sent no later than this 48 hour/2 day mark.**



