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Dear Vendor or Service Provider**:**

***J.W. Allen & Company, Inc.*** is a participant in the Customs-Trade Partnership Against Terrorism (C-TPAT). C-TPAT is a voluntary joint government-business initiative to build cooperative relationships that strengthen the overall supply chain and border security against terrorism in the U.S.A. and abroad. Every person involved in logistics, distribution or supply chain management will be impacted by ongoing efforts. Importers are expected to be able to demonstrate that all aspects of this process are under control throughout the supply chain.

As adherents to C-TPAT, J.W. Allen & Company, Inc. is required to assess, suggest improvements, and communicate to shippers comprehensive safety procedures relative to cargo security. Customs and Border Protection requires shippers to complete self-assessment that encompasses procedural security, physical security, personnel security, education and awareness training, access control, manifest and conveyance security issues.

One of the requirements of C-TPAT is that J.W. Allen & Company, Inc. obtains information concerning the security procedures utilized by our supply chain partners. As one of our partners, we have enclosed the following security questionnaire to be completed by your company.

Please complete the questionnaire to the best of your ability and return it by fax or email and return the original via mail. If your organization has already received C-TPAT certification, please complete Section I and Section VI, and return these documents along with your company’s acceptance letter and a copy of your C-TPAT certificate including your SVI #.

Should your company use sub-contractors to perform any services on J.W. Allen & Company related business, please forward a copy of this letter and questionnaire to that company for completion and return to J.W. Allen & Company.

We sincerely appreciate your cooperation in completing all requested forms in this most important matter. If you should have any questions, please contact us at (504) 464-0181, Ext. 132.

Regards,

**Gerald T. Becnel Jr.**

**J.W. Allen & Company, Inc.**

President

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