






Broker Permit Reporting Capabilities in Modernized ACE

Please send any questions to the Broker Management Branch email: brokermanagement@cbp.dhs.gov
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CBP has implemented several technology enhancements in Modernized ACE, allowing customs brokers to update and submit national permit information to satisfy the broker reporting requirements outlined in the modernized customs broker regulations. Brokers who have an ACE Portal account **must submit** information in the ACE Portal. Brokers without an ACE Portal account can submit national permit information in writing to the processing Center.




Required Reporting in the ACE Portal

To satisfy regulation requirements, brokers must report the following national permit information to CBP through the ACE Portal*:









-  **Contacts Tab**
 - Add/edit **designated recordkeeping points of contact** and **customs business points of contact** information
-  **Employee Tab**
 - Edit **existing employee information**
 - Previous employment information and addresses are no longer required
 - **Reduced** required data columns **from 25+ to 12**
 - **SSN masking** functionality is in place
 - Add/edit **new and terminated employee** information
-  **Address Tab**
 - Edit broker **office of record** and **location of customs documents address types**

Optional Reporting/Viewing in the ACE Portal

Brokers **MAY** submit the following national permit information in the ACE Portal*, but it is not a regulatory requirement:

-  **Licensed Brokers Tab**
 - Add **licensed brokers** to the “Licensed Broker” tab by editing the employee record
 - Add/edit **national permit qualifier****
-  **Address Tab**
 - Edit **mailing address type**
-  **Documents Tab**
 - Users are also able to **view their supervision plans** uploaded to their national permit record

Broker Modernization Reference Materials

-  [Modernized Broker Regulations FAQs](#)
-  [Customs Broker Guidance for the Trade Community](#)
-  [Modernized Customs Broker Regulations webpage](#)
-  [National Permit Quick Reference Guide](#)
-  [Responsible Supervision and Control Factsheet](#)
-  [Broker Reporting Quick Reference Card](#)
-  [BMO Contacts](#)
-  [Masking PII Quick Reference Card](#)

* Brokers without an ACE Portal account must report information in writing to the appropriate processing Center
** Brokers must continue to send a notification of the change to the processing Center