

Import/Export Recordkeeping Acknowledgement Form

Employee Information

Full Name

Department

Email Address

Recordkeeping Policy Acknowledgement

I acknowledge that I have read and understood the company's policies and procedures regarding import and export recordkeeping. I understand my responsibilities to maintain accurate and complete records for all import/export activities in accordance with applicable regulations.

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I acknowledge and agree to comply with the Import/Export Recordkeeping Policy.

Signature

Date