



DEPARTMENT OF HOMELAND SECURITY
U.S. Customs and Border Protection

**REQUEST FOR PRINTED MATERIAL
PUBLIC / PRIVATE USE**

REQUEST DATE

INSTRUCTIONS: To obtain printed material from the U.S. Customs and Border Protection (CBP), National Distribution Center, follow the step-by-step instructions below.

- 1** Save CBP Form 262 to your computer and re-open the form from that file location.
- 2** Complete the **Customer Contact Information, Available Publications from CBP** and/or **Forms and Other Printed Materials** sections and click "Submit" at the bottom of the form.
- 3** Await email response from NDC with shipment details, i.e. weight, dimensions, and number of total boxes within the shipment. *(Please allow up to 24 hours for an email response)*
- 4** Obtain a shipping label from your preferred carrier company using the following "Ship From" address:
U.S. Customs and Border Protection
National Distribution Center
6484 Corporate Drive
Indianapolis, IN 46278
- 5** Email the shipping label (pdf file format please) to NDC (NDCREQUESTFORMMAILBOX@cbp.dhs.gov)

CUSTOMER CONTACT INFORMATION	
6	NAME/COMPANY OF REQUESTER
	STREET ADDRESS ROOM/SUITE NO.
	CITY STATE ZIP COUNTRY
	TELEPHONE EMAIL

AVAILABLE PUBLICATIONS FROM CBP	
TITLE	QUANTITY
WELCOME TO THE U.S. (0131-0311)	
PLEASURE BOATS (0624-0417)	

FORMS AND OTHER PRINTED MATERIALS (INCLUDE FOREIGN LANGUAGE IF APPLICABLE)					
FORM NO.	TITLE	QUANTITY	FORM NO.	TITLE	QUANTITY