**How to Use It**

The trade community can send data to CBP and associated PGAs through one of two ways - Electronic Data Interchange (EDI), or through the ACE Secure Data Portal.

**Electronic Data Interchange (EDI)**
- Electronic communications framework
- Allows for faster decisions from CBP

**ACE Secure Data Portal**
- Web based access point
- Allows for interaction with CBP and PGA personnel
- Free

**How It Works**

ACE offers the trade community a simplified process for submitting data and interacting with CBP and Partner Government Agencies (PGAs). The graphic below provides a snapshot of how to file and access data in ACE.

1. **Transmit**
   - Trade community files data directly to ACE

2. **ACE processes and stores data received**

3. **ACE sends responses to trade as needed**
   - ACE interacts with PGA systems to allow interagency processing
   - Use reports to query transactional data in the ACE Portal

**How to Get Started**

**New to electronic filing?**
- Set up an EDI connection:
  1. Send a Letter of Intent (LOI) to letterofintent@cbp.dhs.gov to begin the process.
  2. You will be assigned a client representative who will guide you through EDI connection process.

**Business entities that wish to communicate via EDI to CBP may** 1) use an approved software provider 2) contact a service center or 3) develop software in-house

**Need an ACE Portal account?**
- Setup a Portal account:
  1. Visit cbp.gov for an Introduction to an ACE Portal Account
  2. Before applying check to see if your company already has an ACE Portal Account. Applying for a separate Account is not necessary and discouraged.
  3. Fill out an application.

For details on how to get started, visit www.cbp.gov/trade/automated/getting-started