



Accessing the Application

ACE Reports

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U.S. Customs and
Border Protection



INTRODUCTION

To access ACE Reports, you must have:

- An active ACE Secure Data Portal account.
- Designated user roles.
- For PGAs, a Memorandum of Understanding (MOU) that identifies privileges and roles.

ACCESS ACE REPORTS

1. In **Microsoft Edge**, navigate to ace.cbp.gov and login to your **ACE Secure Data Portal** account.

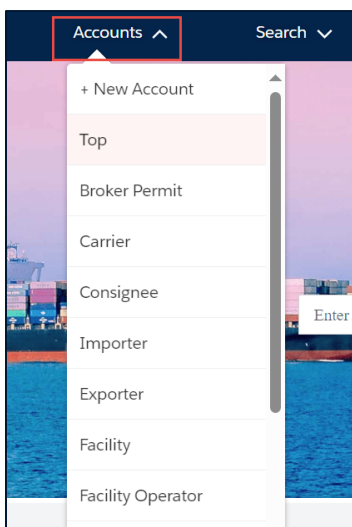


IMPORTANT: The first time you log in to the Modernized ACE Portal, you will link your Legacy ACE Portal to your Modernized ACE Portal. For more information, reference **Log into the Modernized ACE Portal** section in the [Modernized ACE Portal: Account Types Quick Reference Guide \(QRG\)](#). Delete existing bookmarks, as the navigation may be broken.



NOTE: The use of any other browser may lead to a decreased functionality in **ACE**.

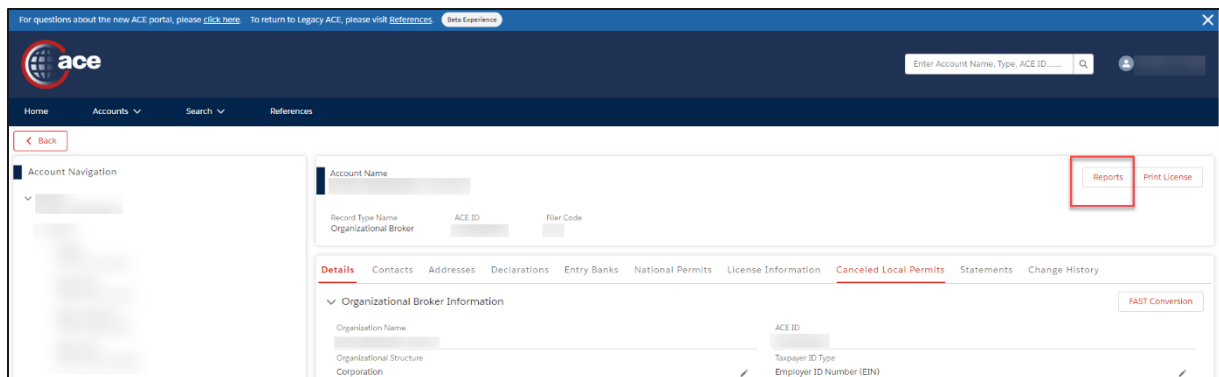
2. In your **ACE Secure Data Portal** account, in the **Accounts** dropdown, select an account.



IMPORTANT: ACE Reports access is not available in a **Top** account.



3. In the selected account, select the **Reports** button.



The **ACE REPORTS** home page displays.

