ACE SECURE
DATA PORTAL

What is the ACE Portal?

The ACE Secure Data Portal (ACE Portal): a free, web-based access point designed to connect CBP, trade partners and partner government agencies.
The ACE Portal offers users real-time access to trade data through features such as ACE Reports, ACE account management, and electronic communication with CBP and Partner Government Agencies (PGA).

How Do I Secure an Account?

To access the ACE Portal a company must have an ACE Secure Data Portal Account. Instructions on how companies may apply for an account can be found here.

If you are applying for an ACE Portal Account, confirm your company does not already have an account. Your Account Owner or their proxies are able to establish individual user profiles within the account to allow access to the ACE Portal.

If you are unsure who your Account Owner is, you may Contact ACE Support for details.

How Do I Get Started?

To use the ACE Portal, companies must first submit an application for approval. Additional details are available in the links below:
- Introduction to ACE Secure Data Portal Account
- Managing an ACE Secure Data Portal Account
- Applying for an ACE Secure Data Portal Account

A video tutorial is available to help you get started.

Are There System Requirements?

If trade users are using Internet Explorer, access to the modernized ACE Portal functionality may be limited. Alternatively, Microsoft Edge or Google Chrome enable access to all features.

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What are ACE Reports?

ACE Reports is a tool that provides ACE Secure Data Portal users with access to a wide range of data. Users can access standard reports on account transaction and financial data from both ACE and the Automated Commercial System. By running targeted reports to conduct in-house audits, identify systemic errors and provide insight into entries under review by CBP, all in support of improved compliance with trade laws.

Users can create customized reports. A series of guides and videos, on the ACE Training page provide support for using ACE Reports capabilities.

Does CBP Define the Standard Reports?

The ACE Reports Data Dictionary categorizes and defines standard reports and data objects available to ACE Reports users.
The ACE Reports Catalog provides a comprehensive list of public 'canned' reports and data discovery information spaces available to users. It also categorizes and describes each report and provides a list of standard data objects that appear in each report by default.

What Electronic Communications & Blanket Declarations are Available in the ACE Portal?

The ACE portal allows electronic receipt and response to CBP Form 28 Request for Information, CBP Form 29 Notice of Action and 4647 Notice to Mark/Notice to Redeliver. CBP provides step by step instructions on how to access and respond to these forms.

Certain declarations or "forms" can be filed in the portal. Declarations are statements the importer creates in its portal account. The following declaration types are supported in the Modernized ACE Portal:
- Affidavit of Manufacture
- Importer Certifying Statement
- Non-Reimbursement Blanket Statement (Antidumping/Countervailing Duty (AD/CVD))

What Training Material is Available to Help Navigate the Portal?

The CBP User Guide (UG) provides information on how to process account types for air, sea, truck, and rail. This user guide and other training and reference guides and various resources are available on www.cbp.gov.

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Is the Web-based Portal Only Available to Importers?

No, an exporter can apply for an account to secure access to Electronic Export Information. Note: only US and US territory entities may apply for an ACE Exporter Account. The exporter account application is a separate form required for access to EEI outside the portal application. If you are seeking establishing an importer and exporter account, it is recommended you establish the importer account first. Once created, then file the exporter account application.

Can Multiple Individuals in My Company Have Access to the ACE Portal? May I Grant Access to My Customs Broker or Drawback Provider?

Yes. Within the ACE Portal, your Account Owners (or Proxy Account Owners) can add existing users to an account and manage their access across Sub-Accounts down through lower levels of an account structure (i.e., a permitted Broker location). For details, please review CBP's Managing User Access - User Guide to learn more on creating new users, assigning access privileges, and deactivating user accounts.

Regarding access for your customs broker or drawback provider, the Account Owner may grant cross account access. Please review CBP's Managing Cross Account Access User Guide. Note, when running a report, the user must select the ACE ID of the subject company for a prompt labeled "Trade Account ACE ID."

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