

PORT OF SAN DIEGO INFORMATION ■ NOTICE ■	NUMBER:	2020-015
	ISSUE DATE:	September 08, 2020
SUBJECT:	CBP Trade Office Relocation and Hours of Operation / Change of Bonded Warehouse Oversight	
DISTRIBUTION:	All Port Stakeholders and Other Interested Parties	

PURPOSE:

Customs and Border Protection, Port of San Diego, is relocating all trade functions as of October 11, 2020. Services provided by CBP at the service counter and cargo unit will be moved to CBP offices at the San Diego International Airport. New public service hours will be from 0900-1700 excluding weekends and holidays. At the same time, all bonded warehouse functions will be transferred from CBP at the Port of San Diego to CBP at the Port of Otay Mesa.

PROCEDURES:

Effective October 11, 2020, all bonded warehouses and bonded warehouse functions (applications, manipulations, general orders, duty free stores/gas, etc.) overseen by CBP at the Port of San Diego will be transferred to the **CBP Post Audit Team at the Otay Mesa Port of Entry**. The current post audit e-mail address will remain the same with transfer of duties to Otay Mesa.

Contact information: Otay Mesa Post Audit
9495 Customhouse Plaza, San Diego CA 92154
Phone: (619) 671-8143 or (619) 671-8291
E-Mail: SanDiegoPostAudit@cbp.dhs.gov

The Port of San Diego will maintain all other trade and cargo related services as previous. The trade service counter currently located at 610 W. Ash Street, 10th Floor, San Diego, CA 92101 will be **relocated** to the San Diego International Airport at 3835 N. Harbor Drive, Terminal 2, Room 1223, San Diego, CA 92101. In Terminal 2, the office is located on the West end of the terminal, adjacent to the Global Entry office. The new hours of operation will be **0900 – 1700**, Monday through Friday, excluding federal holidays. The office will be open to the public for trade related questions, entries, vehicle importations, weapons verification and vessel services. If weapons verification is needed, the weapon must have no live ammunition in the weapon or on the person **before** they enter the airport. Weapons handling is prohibited at all times while in the parking lot, terminal or building. The public may utilize the parking structure located in terminal 2, however parking validation is not available. Parking curbside in the terminal is prohibited and regulated by the airport authority.

Contact information: San Diego Cargo/Vessel Operations
3835 N. Harbor Drive, Terminal 2, San Diego, CA 92101
Phone: (619) 491-2680
E-Mail: POSDCargoTeam@cbp.dhs.gov

William Renold
Officer-in-Charge