How to access ACE Reports
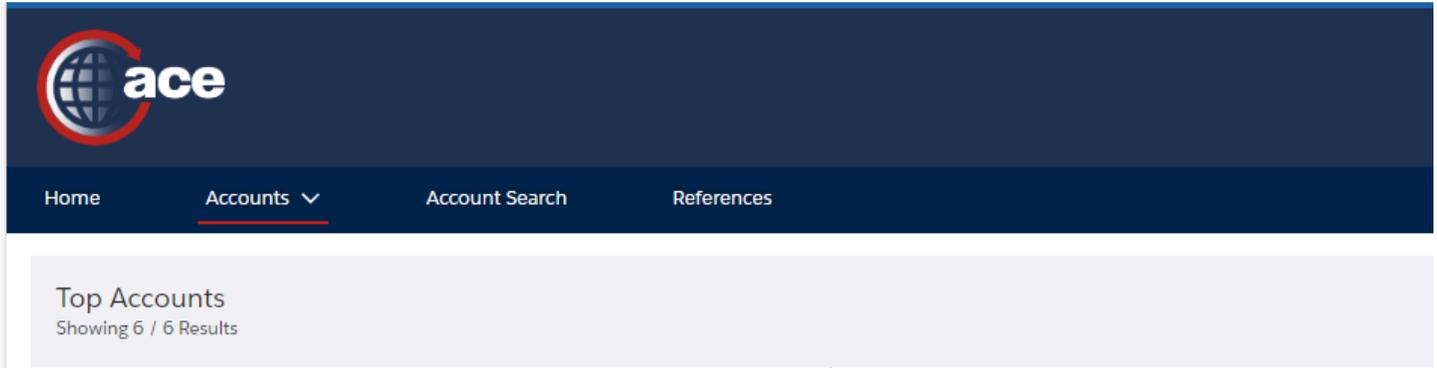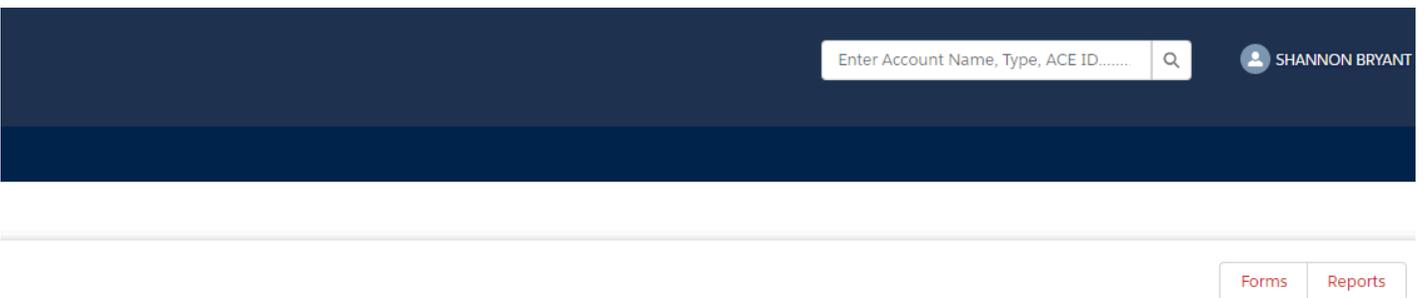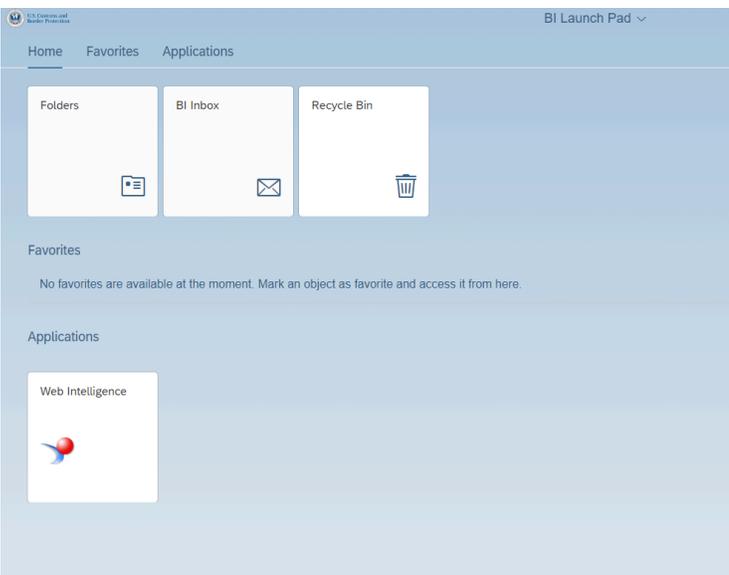
1. Access login.cbp.gov | Login
2. Navigate to accounts, and select Importer accounts. Select the importer account you want to access. Tip, if you have many EIN's, start with the Top account.

3. Then select the Reports button on the right hand side of the screen. This will open a new window.

4. Select the Folders Tile.

5. Expand the Public Folders option, then expand ACE, then Trade, then Importer, then Entry Summary.

6. Click on the Entry Summary Folder, and you will see the ES-003 report. Double click on the report you want to run as shown in the screen above.
7. When the report opens, a prompt dialogue box will open for you to query your report. Enter the parameter you wish to enter on the left, or click the mandatory button to select the only mandatory parameter.

8. After you've entered your parameters, click the run button in the bottom right hand corner.
9. When the report has appeared on the screen, click the download button (4 buttons from the left at the top of the screen to download the data.

File   Query   Analyze   Display

Main Report   Report Parameters

ES-601
Drawback Claim Details

FOR OFFICIAL USE ONLY UNLESS OTHERWISE AUTHORIZED

Report Parameters

Drawback Claim Dates: ALL to ALL	Drawback Claim Number: ALL	Drawback Filing Port Code: ALL
Claimant Number: ALL	Drawback Claim Filer Code: ALL	Accelerated Payment Request Indicator: ALL

Drawback Claim Number	Claimant Number	Claimant Name	Drawback Claim Filer Code	Drawback Claim Date	Drawback Claim Filing Port Code	Drawback Claim Provision Regulation Code	Drawback Claim Provision Regulation Number	Claim Amount	Calculated Amount	Drawback Claim Liquidation Status	Drawback Claim Liquidation Date

10. When the dialogue box opens, change the button to download Data instead of reports to extract it into excel. Then click the export button in the bottom right hand corner of the dialogue box.

Export to   ⤢

| Excel |
| PDF |
| HTML |
| TXT |
| CSV |

Excel

Content   Options

⦿ Reports   ◯ Data

Search   🔍

☐ All reports

☑ Main Report (Current Report)

☐ Report Parameters

Export   **Cancel**

716	9/24/2022	1001	52	TFTEA 1313(b)	$189,650.39	$189,650.39	Not Liquidated
716	9/25/2022	1001	52	TFTEA 1313(b)	$249,723.08	$249,723.08	Not Liquidated
716	9/26/2022	1001	52	TFTEA 1313(b)	$201,375.30	$201,375.30	Not Liquidated