

**BOARD OF COMMISSIONERS
of the
PORT OF NEW ORLEANS
(Zone Grantee)**

**FOREIGN-TRADE ZONE NO. 2
ZONE SCHEDULE**

Operating under grant authority of the Government of the United States of America to the Board of Commissioners of the Port of New Orleans, a political subdivision of the State of Louisiana.

Effective Date: November 17, 2025

ZONE OFFICE

BOARD OF COMMISSIONERS OF THE PORT OF NEW ORLEANS

**1350 Port of New Orleans Place
New Orleans, Louisiana 70130**

**Post Office Box 60046
New Orleans, Louisiana
70160**

HOURS: 8:00 a.m.-5:00 p.m.

INQUIRIES:

Please direct any inquiries pertaining to Foreign-Trade Zone No. 2 to:

**Kyle Gilmore
Director of Real Estate
Telephone: (504) 528-3588
ftz@portnola.com**

FOREIGN TRADE ZONE OF THE PORT OF NEW ORLEANS
U.S. FOREIGN TRADE ZONE NO. 2

ZONE SCHEDULE

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PREFATORY STATEMENT, RULES, AND POLICIES

Foreign Trade Zone No. 2 is regulated by the Foreign Trade Zones Board (“FTZ Board”), Washington, D.C. under U.S. Code of Federal Regulations Chapter IV, Part 400. The authority and jurisdiction of the FTZ Board is derived from Public Law No. 397, 73rd Congress (48 Stat.998), approved June 18, 1934, as amended by Public Law No. 566, 81st Congress (164 Stat. 246), approved June 17, 1950.

Foreign Trade Zone No. 2 is subject to CBP regulations as defined in U.S. Code of Federal Regulations, Title 19, Customs Duties, Chapter 1, Part 146 -Foreign Trade Zones. Copies of these regulations may be obtained at the local CBP office.

This Zone Schedule has been adopted by the Board of Commissioners of the Port of New Orleans (Grantee), a political subdivision of the State of Louisiana, created and existing under Louisiana Revised Statutes, Title 34:1 *et seq.*, acting in its capacity as Zone Grantee of Foreign-Trade Zone No. 2. The latest version of the Zone Schedule is available through Zone Grantee's website at: <https://portnola.com/business/ftz>. The Zone Schedule is maintained and freely available for public inspection at the offices of Zone Grantee. A copy is also filed with the FTZ Board and available on its website.

The Service Area for Foreign-Trade Zone No. 2 includes the four-parish jurisdiction of Orleans, Jefferson, St. Bernard, and St. Tammany.

ZONE OPERATED AS A PUBLIC UTILITY

Foreign-Trade Zone No. 2 shall be operated as a public utility, and all rates and charges for all services or privileges within the Foreign-Trade Zone shall be fair and reasonable, pursuant to Section 14 of the FTZ Act (19 U.S.C. § 81n) and 15 C.F.R. § 400.42(a). Zone Grantee shall afford to all who may apply for the use of the Foreign-Trade Zone and its facilities and appurtenances uniform treatment under like conditions, subject to such treaties or commercial conventions as are now in force or may hereafter be made from time to time by the United States with foreign governments.

OPERATING AGREEMENT

Prior to the commencement of operations, any entity seeking to operate a Zone Site within Foreign-Trade Zone No. 2 must enter into an Operating Agreement with Zone Grantee. Such entities assume responsibility for the operations and management of their designated Zone Site in accordance with the conditions set forth in the Operating Agreement and any extensions thereof. If there is any conflict between this Zone Schedule and the Operating Agreement, the Operating Agreement shall prevail unless contrary to the applicable laws and regulations.

ACTIVATION

Zone Operators shall seek and obtain approval of Activation of Zone Sites pursuant to the CBP Regulations no later than one (1) year after the execution or effective date of the Operating Agreement and prior to initiating any FTZ-related operations. Zone Operator shall give Zone Grantee written notice prior to submitting the application for Activation. Zone Operator shall also furnish Zone Grantee with a copy of CBP's letter or notice of Activation of the Zone Site.

MODIFICATION

A Zone Operator may increase or decrease the amount of activated space within an authorized Zone Site, activate a separate site of an already activated Zone with the same Zone Operator at the same port, or relocate an already activated site with the same Zone Operator. The Zone Operator must notify and obtain written approval from Zone Grantee and the FTZ Board prior to requesting modification approval from CBP. Upon receiving CBP approval, the Zone Operator shall provide a copy of the Minor Boundary

Modification (MBM) request and CBP approval to Zone Grantee, including an updated sitemap of the activated area(s).

DEACTIVATION

A Zone Operator may deactivate its Zone Site. The Zone Operator must notify and obtain written approval from Zone Grantee prior to requesting deactivation with CBP.

ADMISSION OF MERCHANDISE TO THE ZONE

Before foreign or zone restricted merchandise may be admitted into a Zone Site, an application on Customs Form 214 must be prepared by the merchandise owner or his agent, then submitted to and approved by the Zone Operator and CBP.

MANIPULATION OR MANUFACTURING IN THE ZONE

Before zone merchandise may be manipulated within the Zone, an application on Customs Form 216 must be prepared by the merchandise owner or his agent, then submitted to and approved by the Zone Operator and CBP. Manufacturing may not occur in the Zone without prior approval by the FTZ Board for each individual manufacturing operation.

REMOVAL OF MERCHANDISE FROM THE ZONE

Before foreign or zone restricted merchandise may be removed from the Zone, the Zone Operator must receive a copy of an entry form approved by CBP for the exact quantity of the merchandise to be removed. The entry must be prepared by the merchandise owner or his agent on the appropriate Customs form.

TRANSPORTATION OF ZONE MERCHANDISE

Transfer of foreign or in-bond merchandise to or from the Zone must be made by a Customs bonded cartman or carrier and is subject to all Customs regulations regarding in-bond movement of merchandise.

RETAIL TRADE WITHIN THE ZONE

No retail trade shall be conducted within an activated Zone Site except under permits issued by the Zone Grantee and approved by the FTZ Board. Such permittees shall sell no goods except such domestic or duty-paid or duty-free goods as are brought into the Zone from Customs territory. Permits which are sent to the FTZ Board for approval shall be accompanied by a sworn statement, subscribed to by the applicant before a duly authorized officer to administer oaths, setting forth in detail the nature of the retail trade to be conducted, and containing an agreement that such applicant will sell no goods except the kinds specifically authorized by the FTZ Board, which are brought into the Zone from Customs territory. No goods shall be offered for sale or sold in the Zone which are not of the same kind and quality permitted to be offered for sale or sold in the political jurisdiction in which the Zone is located. If the permittee violates any provision of the regulations in this Section, the permit shall be revoked by the Zone Grantee, who shall immediately report such action to the FTZ Board.

SECURITY AND SAFETY REQUIREMENTS IN THE ZONE

All foreign trade Zone Sites, in order to be activated by CBP, must meet certain security and safety requirements. These requirements may include, but are not limited to, locking warehouse doors, adequate fencing, personnel screening, security guards, proper lighting in warehouses, absence of debris or other safety hazards, etc. Each Zone Site will be considered separately to determine what CBP may require to protect the revenue of the United States, based on the specific conditions at each Zone Site. After a Zone Site has been activated, all security and safety measures required to achieve the initial activation must be maintained at all times.

PUBLIC INTEREST, HEALTH AND SAFETY

No merchandise, operation or process of treatment will be permitted in the Zone that is detrimental to the public interest, health and safety.

INVENTORY CONTROL SYSTEMS

Zone Operators and Users are responsible for establishing and maintaining an Audit Inspection Inventory Control System acceptable to the U.S. Customs Service, Zone Grantee and Zone Operator for all merchandise in their care, custody and control. Inventory actions may be conducted by the Zone User or through an agent authorized to maintain inventory records and to represent the Zone User in inventory matters. Zone Operators will assist Zone Users in establishing an Audit Inspection Inventory Control System, monitor records, conduct periodic selective inventories of merchandise and advise the Port Director of any inventory discrepancies.

SITE ACCESS

Representatives of Zone Grantee, the FTZ Board, CBP, and other authorized U.S. government officers, shall have the right to enter the Zone Site for the authorized and lawful purpose of examining same; to confer with Zone Operators or their agents, invitees, and employees on such premises; to inspect and check operations, supplies, equipment and merchandise; and to determine whether the business is being conducted in accordance with the procedures established for the operation and management of the FTZ Sites.

RESIDENCE WITHIN ZONE

No person shall be allowed to reside within Foreign-Trade Zone No. 2 except federal, state or municipal officers or agents whose resident presence is deemed necessary by the FTZ Board or CBP.

FOREIGN-TRADE ZONE PRIVILEGES

Zone Grantee makes no representations or warranties as to the particular privileges and benefits which may accrue to Zone Operators, Subzone Operators, Users, Landowners, and Tenants from Zone Site operations as those privileges and benefits may vary as a result of changes in federal law, determinations of the Board and Customs, and operational decisions of the Zone/Subzone Site Operator. Zone Grantee shall in no way be liable for any costs or losses sustained as a result of FTZ status.

VIOLATIONS OF ZONE REGULATIONS

Zone Operators, Subzone Operators, Users, Landowners, and Tenants must comply with all CBP rules and regulations that apply to foreign trade zones and must be certain that all personnel who handle zone merchandise and documentation have sufficient knowledge of proper zone procedures. CBP inspectors conduct unscheduled visits to Zone Sites and violations of zone regulations may result in fines and penalties assessed against Zone Operators.

LIABILITY OF ZONE GRANTEE

The Zone Grantee will not be liable and cannot assume any responsibility for any loss or damage to freight, cargo or merchandise or other property at any Zone Site, or for any loss or damage arising from acts of commission or omission of co-tenants, or of the occupants, or users of adjacent or contiguous premises or of the other portions in or about the Zone, nor for the breakdown of equipment or power service, nor for loss or damage from any cause whatsoever.

DEFENSE AND INDEMNITY OF ZONE GRANTEE

Zone Operators, Subzone Operators, Users, Landowners, and Tenants shall defend, indemnify and hold harmless Zone Grantee, the New Orleans Public Belt Railroad Commission for the Port of New Orleans, and their officers, directors, subsidiaries, commissioners, employees, and agents any and all demands, claims, causes of action, proceedings, damages, liabilities, fines, losses, costs and expenses, including but not limited to reasonable attorneys' fees and litigation expenses, regardless of fault, whether insured or not, arising out of or incident to its Zone Site and/or FTZ activities.

INSURANCE

All Zone Operators, Subzone Operators, Users, Landowners, and Tenants shall secure and maintain insurance with requirements and limits as required by federal and state laws, as well as any Operating Agreement and any other agreement with Zone Grantee, if applicable.

INTERPRETATION AND MODIFICATION OF ZONE SCHEDULE

This Zone Schedule is published in accordance with 15 C.F.R. § 400.44 and may be amended or modified at any time deemed necessary by the Zone Grantee, who shall have sole authority to interpret the meaning and applicability of any provision of this Zone Schedule.

SCHEDULE OF FEES AND CHARGES

FEE SCHEDULE:

Pursuant to Title 15 of the Code of Federal Regulations part 400.42(a), Zone Grantee is authorized to charge fees to Zone Operators for the privilege of operating under the auspices of Foreign-Trade Zone No. 2. These monetary entitlements, in the form of fees, are charged to Zone Operators and Users to recover both the direct and indirect costs of Zone operating expenses, including but not limited to applications, modifications, FTZ Board reports, CBP communications and documentation, marketing and advertising programs.

All fees in this schedule are payable to:

ATTN: Foreign Trade Zone No.2/Real Estate Department
Port of New Orleans
PO Box 60046
New Orleans, LA 70160

Physical Address:
1350 Port of New Orleans Place
New Orleans, LA 70130

Zone fees are due and payable on application and/or modification request or when invoiced. All fees are non-refundable.

APPLICATION FEES:

Application fees for Zone Site and Subzone establishment or modifications will be borne by any company/Zone Operator requesting Zone Grantee to begin the application process. These applicant fees cover Zone Grantee's direct and indirect expenses for obtaining necessary approvals, resolutions, documentation, administration and staff support. Additionally, this fee covers preparation and processing of the Operating Agreement and providing Zone Grantee's concurrence letter to CBP. The fee does not include the preparation of a procedures manual or other documents that may be required of the Zone Operator by CBP Regulations.

Magnet, Usage-Driven Sites & Subzones	Application Fee to Zone Grantee
Establish Operating Agreement (includes first year's annual fee)	\$15,000.00
Expansion / Boundary Modifications of Existing Zone Site or Subzone	\$1,000.00

ANNUAL FEES:

On the effective date of the Operating Agreement, Zone Operator shall be charged an annual fee. Zone Operators responsible for more than one operating Zone Site will be charged only one annual fee per Zone Site/use. This annual fee is inclusive of the Grantee's administrative costs, application and activation fees, preparation, and submission of the annual report to the Foreign-Trade Zones Board and other staff services. The annual fee is subject to review and adjustment based on operational costs and inflation.

Magnet or Usage-Driven Sites – Subzones (ASF)	Annual Fee to Zone Grantee
User Fee	\$10,000.00
Non-Active Site	\$4,000.00
Subzones (non-ASF)	Annual Fee to Zone Grantee
User Fee	\$15,000.00
Non-Active Subzone	\$4,000.00

In the Zone Operator's first year, the application fee is applied to the first year's annual fee. Each subsequent year under the Operating Agreement, Zone Operator/User is responsible for the annual fee and any modification request fees to Zone Grantee.

CUSTOMS FEES:

Zone Operators shall ensure all merchandise-processing fees are paid. All other fees and charges assessed by CBP for services provided to the affected Zone Site shall be invoiced to the Zone Operator of that Zone Site. Zone Grantee is not liable or responsible for CBP fees or charges.

OTHER FEES:

Zone Operators are also responsible for FTZ Board fees, CBP fines, penalties, or liquidated damages affecting Zone Merchandise or Zone activities, late submittal fee to Zone Grantee for submitting their annual report after the March 1st annual deadline, and other government agency fees.

ANNUAL REPORT LATE SUBMITTAL FEE:

Zone Operators/Users shall submit their annual report to Grantee by ***March 1st of each year***. If the report is not received by Grantee by March 1st, a penalty fee of \$500.00 for the first day late plus \$100.00 per day thereafter until the report is received by Grantee. The annual report shall not be officially received if it is not accompanied by a check or other payment in the proper amount of the late submittal fee.

DEFINITIONS

FOREIGN TRADE ZONE

An area located within the United States where both foreign and domestic merchandise may be stored, manipulated or manufactured while considered to be outside U.S. Customs territory.

GRANT OF AUTHORITY:

The document issued by the FTZ Board that authorizes Zone Grantee to establish, operate and maintain Foreign-Trade Zone No. 2.

ZONE SCHEDULE

The Zone Schedule as enacted by Zone Grantee unless otherwise noted, includes the rules and policies of the Zone, as well as a statement of the rates and fees charged to Zone Operators and Users.

OPERATING AGREEMENT

A written agreement between Zone Grantee and a Zone Operator that establishes the rules, procedures, and requirements for the Operator's use of Foreign-Trade Zone No. 2.

ZONE SITE

A physical location of a zone or subzone. A Zone Site is composed of one or more generally contiguous parcels of land organized and functioning as an integrated unit, such as all or part of an industrial park or airport facility.

SERVICE AREA

The jurisdiction(s) within which a Zone Grantee proposes to be able to designate sites via minor boundary modifications under the ASF.

ZONE

Foreign-Trade Zone No. 2, which encompasses the four-parish jurisdiction of Orleans, Jefferson, St. Bernard, and St. Tammany.

SUBZONE

A Zone Site or group of Zone Sites established for a specific use.

USAGE-DRIVEN SITE

A Zone Site tied a single Zone Operator or User.

MAGNET SITE

A site intended to serve or attract multiple operators or users.

AUTHORIZED ZONE SITE

An area which has been designated by the Zone Grantee and approved by the FTZ Board to provide space for conducting zone operations.

ACTIVATED ZONE SITE

An authorized area designated by a Zone Operator and approved by the Zone Grantee and CBP to receive merchandise under zone status for storage, manipulations or manufacturing.

ACTIVATION

Approval by Grantee and CBP permitting operation to begin which allows the commencement of FTZ operations.

ALTERATION/MODIFICATION

A change in the boundaries of an activated Zone or Subzone; activation of a separate Site of an already activated Zone or Subzone with the same Operator at the same port; or the relocation of an already-activated Site with the same Operator.

DEACTIVATION

Voluntary discontinuation of the activation of an entire Zone or Subzone by the Grantee or Operator. Discontinuance of the activated status of only part of a Zone is an alteration/modification.

FTZ BOARD

The Foreign-Trade Zones Board, which consists of the Secretary of the Department of Commerce (Chairman), the Secretary of the Treasury, and the Secretary of the Army or their designated alternatives.

ZONE GRANTEE

The Board of Commissioners of the Port of New Orleans, to which the privilege of establishing, operating, and maintaining Foreign-Trade Zone No. 2 and its Sub-Zones has been granted.

ZONE OPERATOR

A firm which has been given permission by the Zone Grantee and CBP to activate a zone area and accept responsibility for the security and inventory recordkeeping of zone merchandise.

ZONE SITE TENANT

A firm which is responsible for all activity being conducted and all merchandise stored within a Zone Site that is activated under Zone Grantee's Zone Operator Bond.

ZONE USER

A firm using a Zone Site under agreement with a Zone Operator or which holds title to merchandise which is stored, manipulated or manufactured within a zone and is primarily responsible for the payment of duties, taxes and license fees when required.

CUSTOMS AND BORDER PROTECTION (CBP)

U.S. government agency responsible for the protection of the revenue of the United States within a specific area or district.

CUSTOMS FORM 214

Application and permit to admit merchandise into a Foreign-Trade Zone, permit to transfer merchandise through Customs territory to Zone and Customs return thereon, and Customs or operator's report of merchandise received at the Zone. Application and permit for Foreign-Trade Zone status designation.

CUSTOMS FORM 216

Application and permit for the manipulation, manufacture, exhibition or destruction of merchandise within a Foreign-Trade Zone.

CUSTOMS TERRITORY

The territory of the United States in which the general tariff law of the United States applies, but which does not include activated foreign trade zone areas.

PORT DIRECTOR

The CBP official with responsibility for overseeing the activation and operations of zone projects within Foreign-Trade Zone No. 2.

FOREIGN MERCHANDISE

Imported merchandise of every description which has not been properly released from Customs custody into the commerce of the United States.

DOMESTIC MERCHANDISE

U.S. products on which all internal revenue taxes, if applicable, have been paid, previously imported merchandise on which duty and/or taxes have been paid and previously entered merchandise which is free of duty and taxes.

ZONE RESTRICTED MERCHANDISE

Merchandise admitted to a zone under zone restricted status will be considered, for Customs purposes, as exported. Once zone restricted status is chosen, the merchandise may only be exported or destroyed. It will not be allowed to enter U.S. commerce unless deemed by the FTZ Board to be in the best interest of the public.

INBOND MERCHANDISE

Imported merchandise, not yet released from Customs custody, which is being transported or stored by a firm which has posted a bond with CBP in an amount covering all charges, fines, and penalties that could result from loss or damage to the merchandise.

MANIPULATION

Any activity involving zone merchandise that would not be considered manufacturing including, but not limited to, opening, examining, cleaning, sorting, mixing, labeling, marking and repackaging.

MANUFACTURING

Activity involving the substantial transformation of a foreign article resulting in a new and different article having a different name, character, and use.

PRODUCTION

Any substantial transformation that results in a change in tariff classification, value or product use.