

# CHB Exam Prep\_Shopping List

## Spring 2024

**Customs Regs Parts 1-199 & HTS 2023 can be ordered from Government Printing Office Bookstore (GPO)**  
**Toll free: 866-512-1800 (DC area: 202-512-1800)**

- To ensure timely shipping of your Regs & HTS, it is best to Speak with a live person at the GPO
- It is also recommended that you use a credit card when ordering through the GPO

**If ordering late, ask for expedited service otherwise your publication may not arrive timely**

- The GPO is unable to expedite Online orders
- Orders paid by check will be delayed until your check clears gov't bank processing –
- Checks often take 3-4 weeks to process therefore it is recommended to pay by Credit Card

**1) Customs Regulations:** Stock # 948-006-00000-6 – Looseleaf (*Ordered from GPO Bookstore*)  
(19 CFR Parts 1 – 199) Dated September 30, 2021 (*Incl 2 yrs of updates to Sept 2023*)  
Cost from GPO \$246.00 (*You will not insert updates until instructed to do so*)  
**Note: You are ordering the Looseleaf version – Do not order the bound version**

**2) Harmonized Tariff Schedule:** Stock #: 949-039-00000-5 – Looseleaf (*Ordered from GPO Bookstore*)  
(35th Edition 2023) Dated January 1, 2023  
Cost from GPO: \$175.00

**3) Customs Law Handbook:** Stock # ISBN 9781663360434 (*Ordered from Lexis Nexis*)  
LexisNexis at Tel 1-937-865-1794  
Cost from Lexis Nexus: \$83.00  
*Publication available on/after Apr 14, 2023 -- They do not provide free shipping.*

**4) General Supplies:** Item #s & prices are subject to change by vendors / Details provided for your convenience  
**For questions concerning the Shopping list – Please contact the CHB Instructor, Renata Pearson at (650) 888-3070**

### **Metal Catalog Racks**

- **Note:** You need one 12" rack (45 degree) and one 6" rack (45 degree) and nine 2" ring sections
- 2 racks cost approx \$130 (approx \$50 for the 6" rack; approx \$80 for the 12" rack)
- **Important:** Ring type sections are sold separately from the racks –  
**DO NOT purchase the "Starter Set. A Starter Set comes with the 1" pin type sections - you need 2" Rings**

- **12" Metal Rack for HTS & CATAIR/Directive info – made by Master (Martin Yale brand)**  
Item # 912G (*get 45 degree rack - not 30 degree*) - SKU MY-912G -- \$72.95 (as of Mar 28, 2023)
- **6" Metal Rack for Customs Regulations & Addtl handouts – made by Master (Martin Yale brand)**  
Item # 906G (*get 45 degree rack - not 30 degree*) - SKU MY-906G -- \$60.95 (as of Mar 28, 2023)

A reliable & cost effective resource for ordering the Catalog Racks & Metal Sections: <http://medexsupply.com/>  
If you have issues ordering from MedEx Supply- Call (888) 433-2300 Ext 7018 - Ask for Nancy



12" Rack



6" Rack



2" Ring

### Metal Sections (Splines)

- **2" Ring Sections for Catalog Racks** –you need a total of **Nine (9) 2" Ring Sections** – price depends on the source - Be sure to obtain 9 Sections - Sometimes sold in pack of 3 – **Item "DRS3"(MY-DRS3)** -
  - Be sure to get the **2" ring" type NOT the pin type** – DRS stands for “Double Ring Section”  
Pricing varies greatly for the Metal Racks & Sections...they cannot be found on Office Supply shelves.
  - **Note:** Make sure to check all sources for best pricing for the 2" Ring Sections
  - Metal Ring Sections can range in price - Low at \$8ea x 9 = \$72 vs High at \$14ea x 9 = \$126
  - You should perform an Internet search for the best pricing.

**Divider Tabs for Materials** – 42 sets of 8 cut divider tabs – Buy the Clear tabs not colored tabs

*Pre-printed label inserts will be provided to you after Registration to facilitate your tabbing process.*

**Note:** Amazon has the best price for Big Tab Dividers & sells them in boxes of 24 packs -  
2 sets of 24 needed; Search for Avery Item 11115, 8-Tab Binder Dividers, Insertable Clear Big Tabs,  
Pricing fluctuates – currently Amazon has them for \$19.82/ box of 24 sets  
Look for the following criteria when purchasing the Divider Pages:

- Buff Paper (w/ edge reinforced by tape rather than reinforced holes - saves money)
  - Divider Tab: Clear / Sheet Size: 8-1/2"W x 11"L (do not buy colored tabs)
  - Tabs per Set: 8 Tabs - buy “Big Cut” rather than standard cut for better viewing
- **Highlighters** – Set of 6 highlighters  
**(1 Yellow, 1 Blue, 1 Green, 1 Pink, 1 Orange, 1 Purple)**  
e.g. Office Depot - Pen-Style Highlighters, 6 Asst Colors, Pack Of 12, Item #: 268264, \$5.79/pack  
*You may wish to obtain 3 or 4 yellow highlighters – yellow will be used most often for the Regs & HTS*
  - **Self-Adhesive Tabs w/ Printable Inserts – Pack of 25** (Ttl 75 Self-Adhesive tabs needed - buy 3 Pkgs of 25)  
e.g. Office Depot Brand – Item # 409257 \$3.89 /pack
  - **Colored Folders & Plastic Sheet Protectors – 18 Folders / 18 Plastic Sheet Protectors**  
**Folders:** You need 3 different colors for your folders – 4 for 1<sup>st</sup> color; 10 for 2<sup>nd</sup> color; 4 for 3<sup>rd</sup> color  
Purchase from anywhere – Office Supply, Walmart, Dollar Store, etc – No need to buy a full box of folders  
**Plastic Sheet Protectors:** Purchase heavyweight not lightweight – Amazon has pkg of 25 (Avery #74171)
  - **Calculator** – Must be a silent battery-operated model – price depends on size & where purchased  
Look for a calculator **w/ 12-digit capability**; It will be used in class & during the exam for Valuation questions  
It is critical to buy a well-made calculator with proper sized buttons; do not buy a solar only or scientific calculator
  - **Foldable Cart** – w/ Wheels, Retractable Handle & Lid – Cart used at Exam Facility as it will provide secondary side table for HTS during the Federal Exam. (Dims 16"H x 18"W x 15"D)  
Cost approx \$39.00 from Office Depot (CBP approved)
  - **Foldable Camping Table** – Rock Cloud Portable Camping Table Ultralight Aluminum;  
It is placed on top of Cart during Exam to raise the level of HTS to proper table height. (CBP approved)  
Dims 16"L x 14"W x 11.5"H; Cost from Amazon, approx. \$24

*.....You do not need to purchase the Foldable Cart or Camping Table until Lesson 5 timeframe.....*



**Updated for Spring 2024 CHB Exam Prep – Call Renata Pearson at 650.888.3070 w questions**