

How to check/update Reporter ID information

2024/5/31

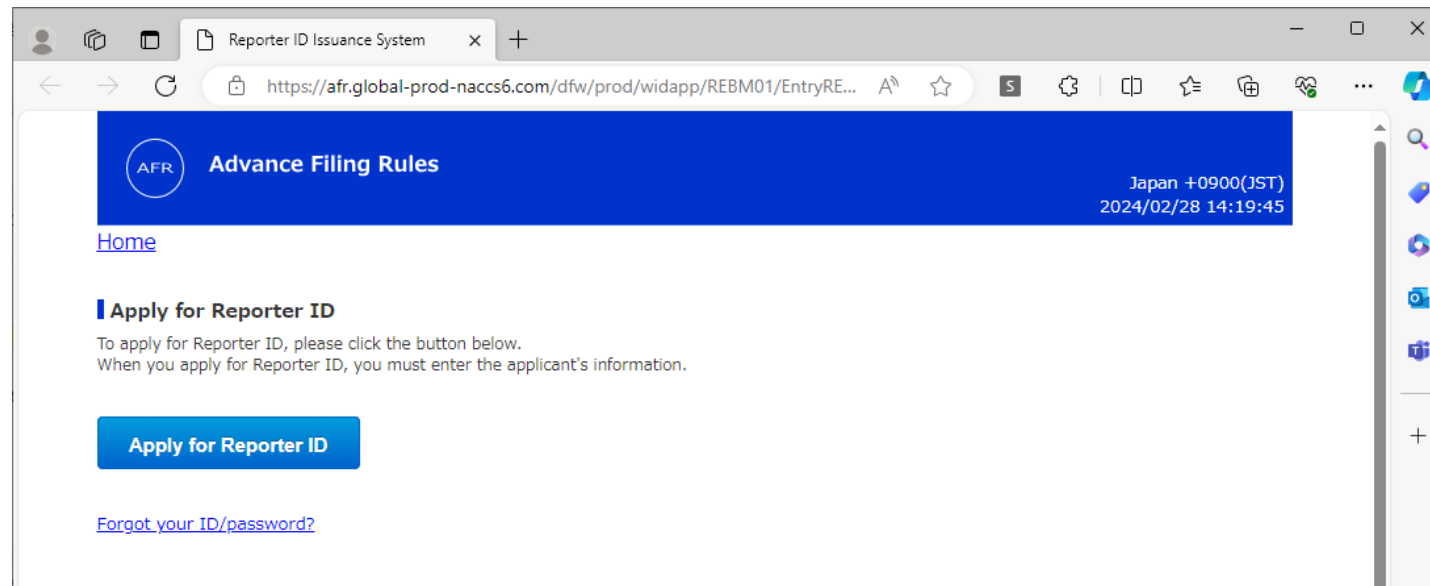
Nippon Automated Cargo And Port Consolidated System (NACCS) Inc.



1. Visit the Reporter ID Issuance System.

- Please visit the following URL.

<https://afr.global-prod-naccs6.com/dfw/prod/widapp/REBM01/EntryREASC00.do>



2. Sign In the Reporter ID Issuance System.

- [1] Enter your 'Reporter ID' and 'Password'.
- [2] Click the 'SignIn' button.

The screenshot shows a web form titled "Update Reporter ID information/ Delete Reporter ID" with a sub-header "If you already have your Reporter ID and would like to change it". The form contains two input fields: "Reporter ID" and "Password", and a "SignIn" button. Red boxes and arrows highlight these elements, with corresponding red text boxes providing instructions.

[1] Reporter ID
Password

[2]

Reporter ID consists of 5 characters (capital letters and numbers) starting with 'JJ'
e. g. , JJ00A , JJZZ9

Password must be 6 to 8 characters.
Capital letters and number ONLY.

3. Check the registered information.

AFR Advance Filing Rules Japan +0900(JST)
2014/01/29 11:57:40

[Home](#)
① Please do not use Browser Back Button and

Applicant information

Please review the information displayed below.

To change applicant information, please click "Change" button.
To delete Reporter ID, please click "Delete ReporterID" button.

Corporate information

Company name	ABC CORPORATION	
	Address Line1	0123 VEGAS ST.
	Address Line2	ZZBLDG

PLEASE CHECK YOUR REGISTERED INFORMATION

SCROLL DOWN

4. Move to change form.



- [1] If your registered information is not correct, click the 'Change >' button.

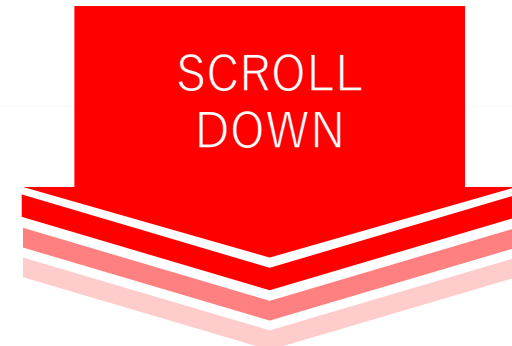
Password *****

To change applicant information, please click "Change" button.

[1] [Change >](#)

To delete Reporter ID, please click "Delete ReporterID" button.

[Delete ReporterID >](#)



5. Correct your information. (1)

 **Advance Filing Rules** Japan +0900(JST)
2017/09/20 13:46:02

[Home](#)

ⓘ Please do not use Browser Back Button and use "Back" button inside the site.

Change of registration contents

To modify the registered information, change information below and click "Next" button.

Required fields are marked with an asterisk(*).

Please correct your information

Corporate information

Company name*	<input type="text" value="ABC CORPORATION"/>
Address Line1*	<input type="text" value="0123 VEGAS ST."/>
	<input type="text" value="ZZBLDG"/>

✓ Please fill in CAPITAL letters.

✓ Please fill in C

✓ Please fill in C

**SCROLL
DOWN**

5. Correct your information. (2)

- Please carefully check your information (and correct it if necessary), especially **e-mail address** and **phone number**.

Applicant (the person in charge) information

Please enter the contact information of the applicant which Japan Customs can use to inquire.

Name*	Family Name	<input type="text" value="Smith"/>
	First(Given) Name	<input type="text" value="John"/>
Title and Section	<input type="text" value="Section manager of IT sector"/>	
Phone number*	<input type="text" value="+81-44-520-6211"/>	
E-mail address*	Input	<input type="text" value="nac_afr02@kits.nttdata.co.jp"/>
	Confirm	<input type="text"/>

If your e-mail address needs to be changed, please enter same new e-mail address in both 'Input' and 'Confirm' fields.

✓ code, and phone number in order.
You can enter only numbers and "-" (hyphen)

✓ Please re-enter like to change
Verification E-address. Please as instructed in the

SCROLL
DOWN

5. Correct your information. (3)

- [1] After correcting your information, click the 'Next >' button.

Security information

Please enter only when you would like to change the password.

Password	*****	
new Password	Input	<input type="text"/>
	Confirm	Please re-enter the new password. <input type="text"/>

< Back

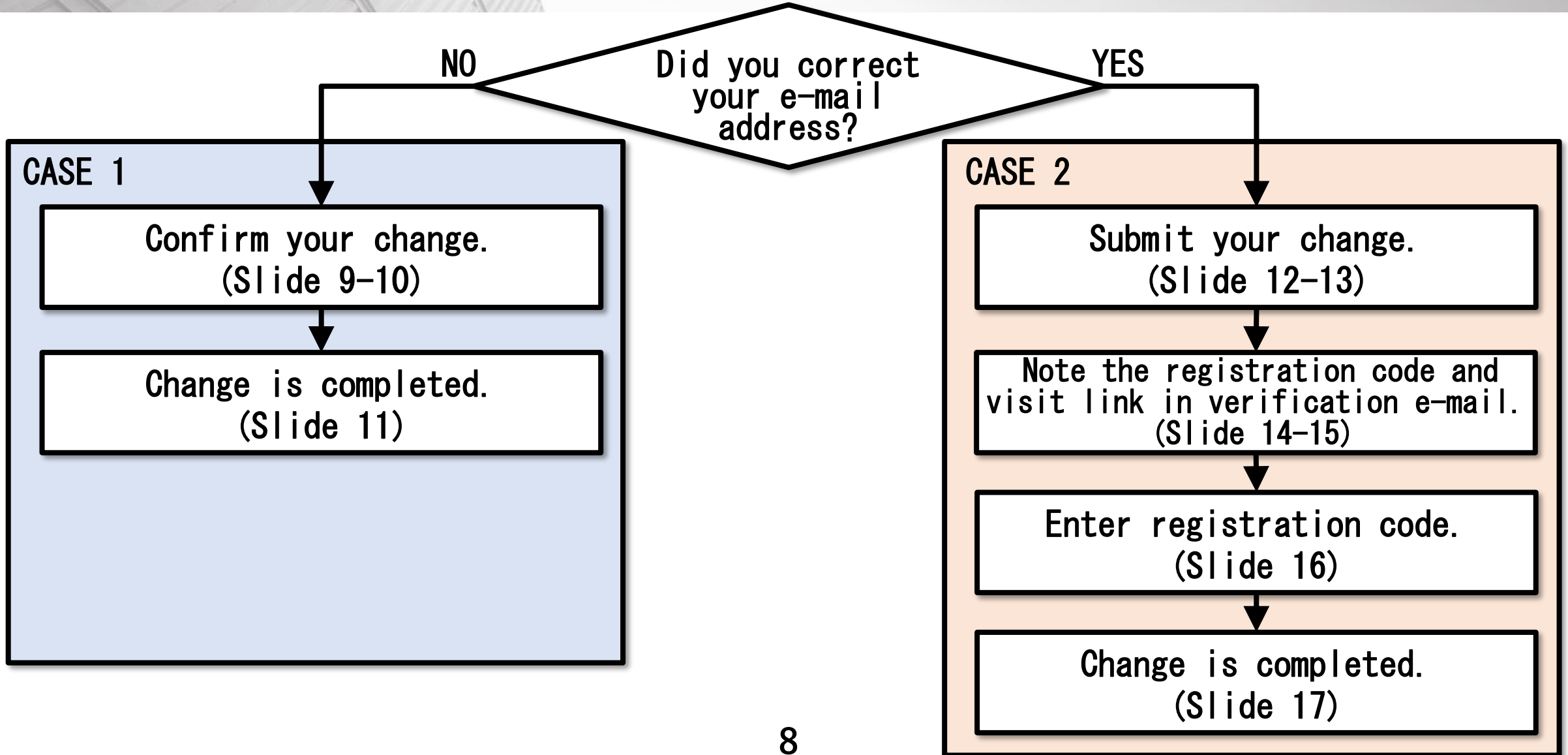
[1]

Next >

SCROLL
DOWN

✓ Password must:
Be more than six and less than eight
characters in length.
Be all in CAPITAL letters.

6. Confirm the change in information. (1)



6. Confirm the change in information. (2)

CASE 1 : You did NOT correct your e-mail address



Advance Filing Rules

Japan +0900(JST)
2013/11/05 11:47:45

[Home](#)

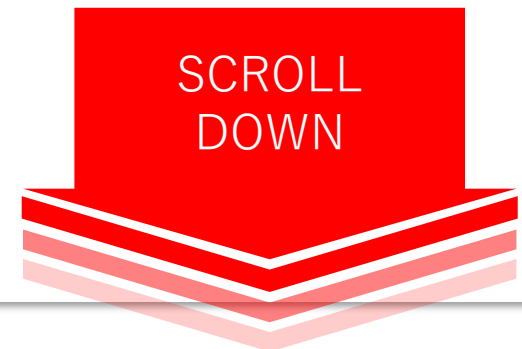
① Please do not use Browser Back Button and use "Back" button inside the site.

Confirmation of change

Please confirm the change in information.
To confirm information, click "Confirm" button.
To correct the information, click the "Back" button.

Corporate information

Company name	ABC CORPORATION	
	Address Line1	0123 VEGAS ST.
	Address Line2	ZZBLDG
	City name	LAS VEGAS



6. Confirm the change in information. (3)

CASE 1 : You did NOT correct your e-mail address

- [1] Click the 'Submit >' button.

Phone number	+81-44-520-6211
E-mail address	nac_afr01@kits.nttdata.co.jp

Security information

Password	*****
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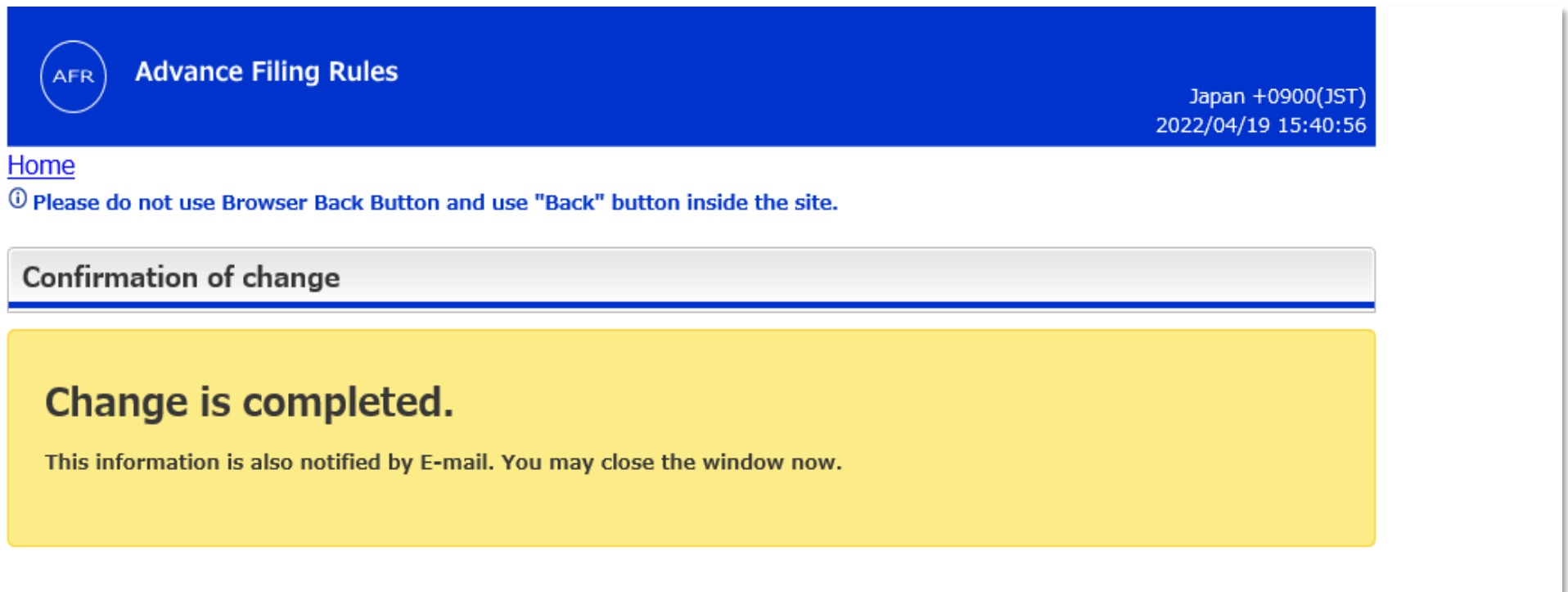
[< Back](#) [1] [Submit >](#)



6. Confirm the change in information. (4)

CASE 1 : You did NOT correct your e-mail address

- Change is completed!



The screenshot shows the top navigation bar of the AFR website. On the left, there is a circular logo with 'AFR' and the text 'Advance Filing Rules'. On the right, it displays 'Japan +0900(JST)' and the timestamp '2022/04/19 15:40:56'. Below the navigation bar, there is a link for 'Home' and a note: 'Please do not use Browser Back Button and use "Back" button inside the site.' The main content area features a grey header for 'Confirmation of change' and a large yellow box with the text: 'Change is completed. This information is also notified by E-mail. You may close the window now.'

6. Confirm the change in information. (5)

CASE 2 : You correct your e-mail address



Advance Filing Rules

Japan +0900(JST)
2013/11/05 11:47:45

[Home](#)

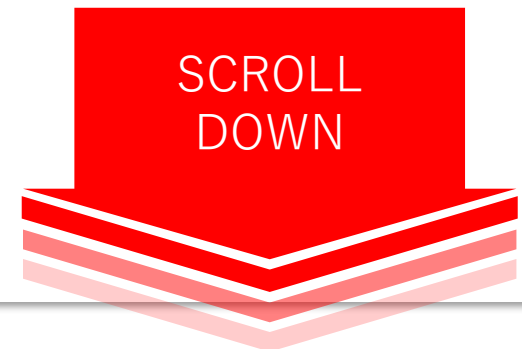
① Please do not use Browser Back Button and use "Back" button inside the site.

Confirmation of change

Please confirm the change in information.
To confirm information, click "Confirm" button.
To correct the information, click the "Back" button.

Corporate information

Company name	ABC CORPORATION	
	Address Line1	0123 VEGAS ST.
	Address Line2	ZZBLDG
	City name	LAS VEGAS



6. Confirm the change in information. (6)

CASE 2 : You correct your e-mail address

- [1] Click the 'Confirm >' button.

Phone number	+81-44-520-6211
E-mail address	nac_afr02@kits.nttdata.co.jp

Security information

Password	*****
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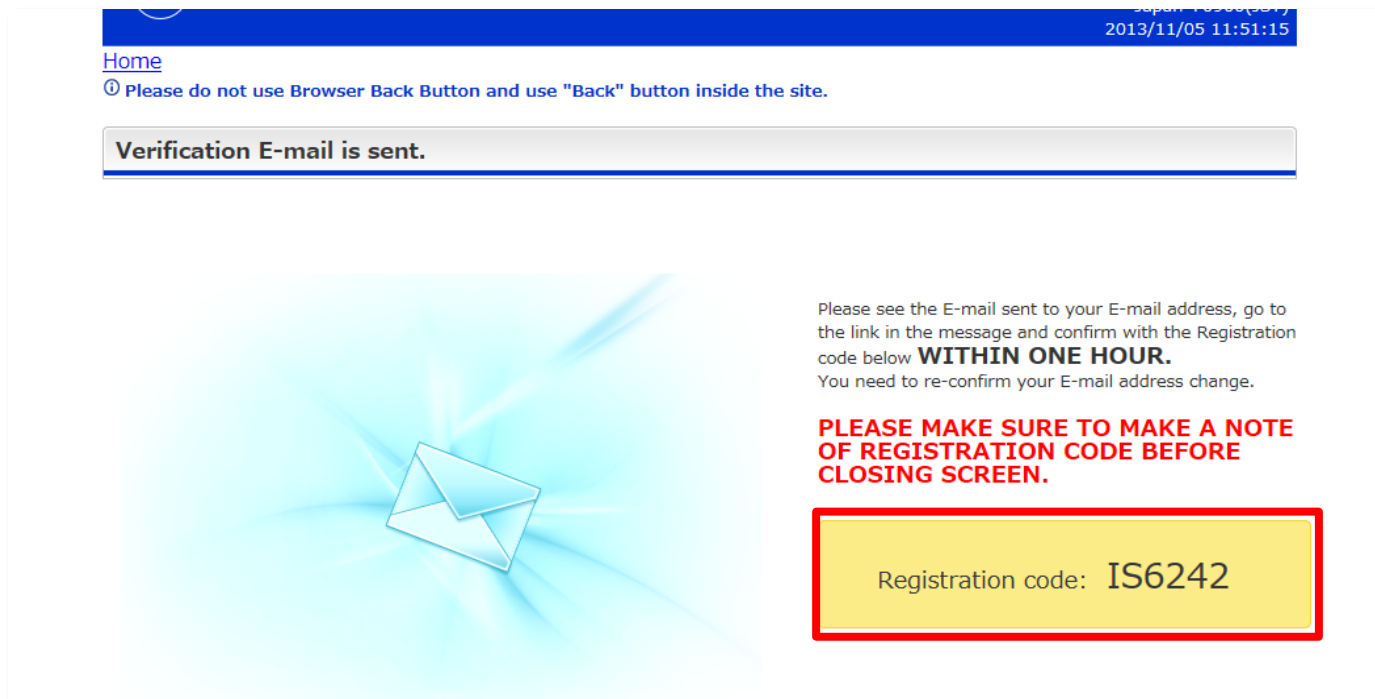
[< Back](#) [1] [Confirm >](#)



6. Confirm the change in information. (7)

CASE 2 : You correct your e-mail address

- Pre-registration is now complete.
- Please check your **Registration code** displayed.



The screenshot shows a web page with a blue header bar containing the text "Japan 18500(017)" and "2013/11/05 11:51:15". Below the header is a "Home" link and a warning: "Please do not use Browser Back Button and use 'Back' button inside the site." A message box states "Verification E-mail is sent." The main content area features a large blue envelope icon on the left. To the right, text reads: "Please see the E-mail sent to your E-mail address, go to the link in the message and confirm with the Registration code below **WITHIN ONE HOUR.** You need to re-confirm your E-mail address change." Below this is a red warning: "PLEASE MAKE SURE TO MAKE A NOTE OF REGISTRATION CODE BEFORE CLOSING SCREEN." A yellow box with a red border displays the "Registration code: IS6242".



6. Confirm the change in information. (8)

CASE 2 : You correct your e-mail address

- Click the link in the e-mail you received from this system.
A confirmation screen will open.



Your Pre-registration of Reporter ID is accepted.

To continue the Reporter ID application, please go to the following URL and enter the Registration code*
WITHIN ONE HOUR.

*Registration Code is the 6 characters code appeared on the screen when you finished the Pre-registration.

<https://afr.global-prod-naccs6.com/dfw/prod/widapp/REAB/EntryREASC04.do?UUID=xxxxxxx>

<ID Issuance Guide and FAQ>

English: https://bbs.naccscenter.com/naccs/dfw/web/afr/faq_reporterid.html

Japanese: https://bbs.naccscenter.com/naccs/dfw/web/afr/faq_reporteridj.html

Notice: This is an automatically generated E-mail. Please do not reply to this message.
For any inquiry about Reporter ID, please contact your Service Provider or a Service

Registration code

Please enter the Registration code.
Then click the "Next" button.

Registration code

Registration code is the 6 digits code appeared on the screen when you changed your E-mail address.

Registration code example) AA1234

Next >

If you fail to pass the Registration code check, please go back to the top page and retry.

6. Confirm the change in information. (9)

CASE 2 : You correct your e-mail address

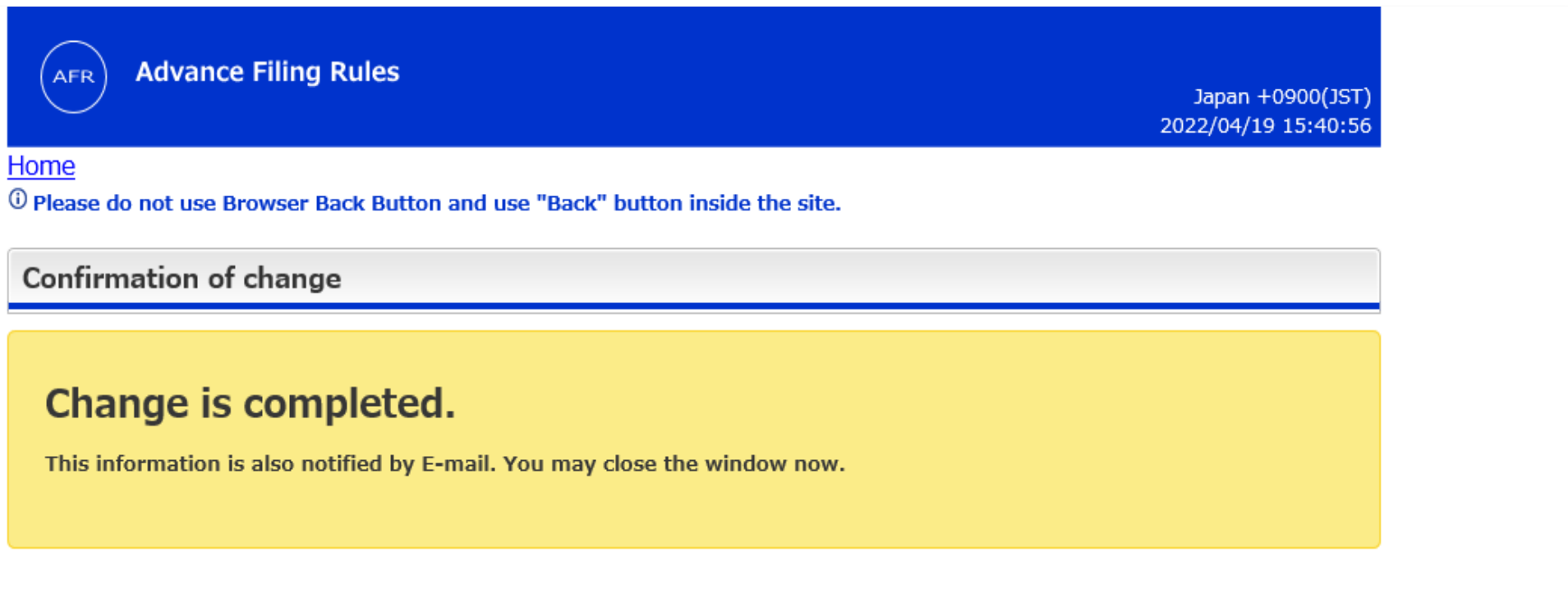
- [1] Enter the **registration code**.
- [2] Click 'Next >' button.

The image displays two screenshots from the NACCS system. The left screenshot, labeled '(Slide 14)', shows an email notification titled 'Verification E-mail is sent.' It contains the registration code 'IS6242' in a yellow box. The right screenshot shows the 'Registration code' verification page. It includes a text input field for the registration code, with a red box and '[1]' indicating where to enter the code. Below the input field is a blue 'Next >' button, with a red box and '[2]' indicating where to click. A warning message states: 'If you fail to pass the Registration code check, please go back to the top page and retry.'

6. Confirm the change in information. (10)

CASE 2 : You correct your e-mail address

- Change is completed!



The screenshot displays the 'Advance Filing Rules' (AFR) website interface. At the top, a blue header bar contains the AFR logo and the text 'Advance Filing Rules' on the left, and 'Japan +0900(JST)' and '2022/04/19 15:40:56' on the right. Below the header, there is a 'Home' link and a notice: 'Please do not use Browser Back Button and use "Back" button inside the site.' The main content area features a grey bar with the title 'Confirmation of change'. Below this, a large yellow box contains the message: 'Change is completed.' followed by 'This information is also notified by E-mail. You may close the window now.'