

## **Import Certificate and Delivery Verification Certificate (ICDV) Available on the Internet**

I&E Notice No. 2/2002

20 May 2002

To: All Traders, Freight Forwarders, Cargo Agents and Carriers

From 1 Jun 2002, you can [download the ICDV](#) form from our website. This is to be used where your overseas supplier requires an Import Certificate (IC) and/or a Delivery Verification Certificate (DVC) to be issued before he can ship his goods, which are subject to export control in the exporting country, to Singapore. Please do not use the current form w.e.f. 1 Jun 2002.

After you have completed the IC, you may submit your application to the Imports and Exports Office (8th floor) of the International Enterprise Singapore Board at 230, Victoria Street, Bugis Junction Office Tower #08-00, Singapore 188024. Please submit your application in triplicate (3 copies) with a \$10.00 revenue stamp for the processing fee pasted on one of the 3 copies in the space marked 'STAMP'. Until further notice, we will accept the TDB revenue stamp.

We will process your applications within 2 working hours from the time of receipt of the submission provided that all your documents are in order. Upon approval, we will retain a copy and return 2 copies of the IC to you. You will retain a copy for your record and forward one copy to the exporter in the exporting country. If the exporter needs the Delivery Verification Certificate (DVC), please submit your copy of the IC for our endorsement on the DVC (item 15 of the IC application) after the full delivery of the goods.

Please [click here for more information on the procedure for importing goods under the ICDV](#) and a [list of Post Offices](#) selling the revenue stamp.

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