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All Traders and Declaring Agents



SIMPLIFIED PROCEDURE FOR CLEARANCE OF HAND-CARRIED CONSIGNMENTS AT CHANGI AIRPORTS TERMINALS 1 AND 2

We are pleased to inform you that we have streamlined the procedure for clearance of hand-carried consignment(s) at Changi Airports Terminals 1 and 2 to further facilitate air-travellers and traders.

2 Presently, traders are required to fax the relevant Cargo Clearance Permit(s) to Customs Duty Office at Terminal 1 or 2 prior to arrival of their hand-carried consignments. These faxed permits would subsequently be used for clearance of the consignments upon arrival.

3 The revised procedures which take immediate effect are as follows:

- (i) Traders to obtain a Cargo Clearance Permit (CCP) through TradeNet system for the hand-carried consignments prior to its arrival.
- (ii) They are no longer required to fax the Cargo Clearance Permit(s) to Customs Office at Changi Airports. Instead, they could furnish the Permit(s) Number to the couriers after its approval.
- (iii) Upon arrival, couriers should produce the goods and relevant supporting documents (i.e. commercial invoice, packing list, insurance document, product catalogues, etc) to Customs Office at Changi Airports for clearance.
- (iv) At the Customs Office, couriers would furnish the Permit(s) Number to Duty Officer to enable verification of the physical goods and supporting documents.
- (v) If the goods were in order, Duty Officer would release the consignments to the couriers.

4 If you need further clarification, please contact the Duty Officer of Terminals 1 and 2 at telephone numbers 5427058 and 5430755. Thank you.

JASWANT SINGH
OFFICER COMMANDING, AIRPORTS BRANCH
for DIRECTOR-GENERAL OF CUSTOMS & EXCISE