

Frequently asked questions (faqs) on import certificate and delivery verification (icdv)

I&E Notice No. 7/96

28 Jun 96

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

We are pleased to list below for your information the answers to the FAQs by traders and declaring agents in applying for Import Certificates and Delivery Verification Certificates:

Question 1

My supplier has asked me to obtain an Import Certificate from TDB. What is the purpose of the Import Certificate?

Answer

The Import Certificate is used to ensure that the goods as declared in the Import Certificate are shipped to the importing country. Your supplier requires the Import Certificate from TDB to enable him to obtain an Export Licence from the authority in his country to export the goods to Singapore.

Question 2

How do I apply for an ICDV and what supporting documents are required?

Answer

To apply for an ICDV, you need to complete the "Application For An Import Certificate". The supporting documents required are -

- a. your supplier's declaration that the goods are subject to export control in his country; and
- b. the declaration by the end-user in Singapore that the goods to be imported under the ICDV are for his use.

You should comply with the "Procedure For The Issue Of An Import Certificate" and the "Procedure For The Issue Of A Delivery Verification Certificate". You can have access to these procedures from Internet (http://www.tdb.gov.sg/ieinfo/ie_home.html) or obtain copies of these procedures from TDB.

Question 3

How do I know if delivery verification for the shipment is required?

Answer

Your supplier will advise you whether delivery verification is required from TDB for the shipment. If your shipper does not indicate this to you, you should ask your supplier.

Question 4

Where can I buy the Application for an Import Certificate forms?

Answer

You can buy the Application forms from SNP Corporation Ltd, 303 Upper Serangoon Road, Singapore 347692 or their branch at #B1-07 Treasury Building, Singapore 068811. The price is \$4.50 per pad of 10 sets of the Application forms.

Question 5

What is the validity period of the Import Certificate?

Answer

The Import Certificate is valid for 1 year from the date of issue. The validity period can be extended for another 1 year if the request for extension is received by TDB before the expiry of the Import Certificate.

Question 6

What are the conditions imposed on the issue of the ICDV?

Answer

When the ICDV has been issued to you, you should not:

- a. import those goods or cause or permit them to be imported into any country other than Singapore;
- b. dispose of those goods before they have been imported into Singapore; or
- c. export those goods or cause or permit them to be exported from Singapore after they have been imported into Singapore.

If you have any enquiries on these questions and answers, please call the Customs Call Centre at Tel. No. 63552000.

PHUA KIA CHEW
for TRADE DEVELOPMENT BOARD