



SINGAPORE CUSTOMS
55 Newton Road #10-01 Revenue House Singapore 307987
Tel: 6355 2000 Fax: 6250 8663
Email: customs_finance@customs.gov.sg
<http://www.customs.gov.sg>

Our Ref: 13 / 2009
Date: 30 June 2009



To: All Traders and Declaring Agents

CLOSURE OF PAYMENT COUNTER AT REVENUE HOUSE

We are pleased to inform you that following our collaboration with SingPost, payments for miscellaneous fees (e.g. course fees, certification and documentation fees, etc, except for payment of TradeNet permit and processing fees) and composition sum¹ can now be made at any SingPost Branch. After receiving the bill issued by Singapore Customs either via email, fax or post, these payments can be made by NETS, CashCard, credit card and in cash by simply presenting the bill at any SingPost Branch (Please refer to the website at www.singpost.com for all locations of SingPost Branches).

2. For ease of collection by SingPost, the Customs bill has now been revised. Annex A explains the features of the new Customs bill.
3. Consequently, the payment counter at Level 7 of Revenue House will be closed with effect from 15 July 2009. Traders who wish to make payments at Revenue House can do so at the Novena SingPost Branch, which is conveniently located at the ground floor of Revenue House.
4. We would like to take this opportunity to encourage you to participate in the InterBank GIRO (IBG) Scheme if you have not done so. IBG is a convenient and safe mode of payment. There are also other alternative payment methods available, which can be found on our website at <http://www.customs.gov.sg>. If you require clarification on any of the payment methods, please email us at customs_finance@customs.gov.sg.

Yours sincerely,

DAVID FOO
HEAD
TARIFFS AND TRADE SERVICES BRANCH
for DIRECTOR-GENERAL OF CUSTOMS
SINGAPORE CUSTOMS

¹ Payment of Composition sum at SingPost Branches will take effect from 15 Jul 09.



SINGAPORE CUSTOMS

55 Newton Road #10-01 Revenue House Singapore 307987

Tel: 6355 2000

Fax: 6250 8663

Email: customs_finance@customs.gov.sg

http://www.customs.gov.sg



Refers to UEN for corporate / business or NRIC No./Passport No for individuals

Customer Reference No.: 200800125N

GST Reg No: MG-8400000-5

ABC COMPANY PTE LTD

Attn: MR WONG YEW MENG

Tel: 62390456

Fax: 62293456

Email: yew_meng_wong@ABC.com.sg

Billing Date: 01-06-2009

Bill Reference No.: 20090601FINFIN0001

To quote the **Bill Reference No.** when payment is made via AXS or online payment service via SC internet

Payment should be made on or before the **due date** if the amount is not paid via GIRO deduction

Due Date: 07-06-2009

Transaction No.	Item Description	Total Due (SGD)
P09060100464	Cert. of Free Sales	4.00
G P09060100465	STGC Course (T)	42.06
Sub Total		46,05
7% GST		2.94
TOTAL		49.00

Prefix 'G' indicates payment is subject to GST

To quote the **Total Due** when payment is made via online payment service via SC internet

Please use this portion of the form for updating of particulars if there are any changes for billing purpose. This is **not applicable** for updating contact information in TradeNet system

PARTICULARS UPDATE FORM

If you have recently moved, please update your new address by completing this form and fax to 6250 8663 or mail to 55 Newton Road #10-01 Revenue House Singapore 307987. Thank you for your assistance

Name			UEN/NRIC/Passport No.	
New Address				
Postal Code		Email Address		
New Phone Number	(H)	(O)	New Fax Number	

Note: * For company accounts: The name of the authorised signatory and the company's rubber stamp imprint are required.

* Name / Signature / Date

IMPORTANT INFORMATION

PAYMENT

- Interbank GIRO
- SingPost Outlets
- AXS Stations
- Online Payment Service

CHARGES

- If payment is not made in full by the statement due date, an interest at the rate of 5.0% per annum on a daily basis shall be imposed on all transactions until the date full payment is made.

OTHER

- Payment made on a non-working day will be updated on the next working day.
It is your duty to check all statements for any discrepancy. Unless errors are reported within 7 days of statement date, the entries will be considered correct and you will be bound by them.

Please refer to <http://www.customs.gov.sg> for more details.

PAYMENT ADVICE

_____ Please detach payment advice below to accompany payment

This statement will be reflected here if the amount is to be paid via **GIRO deduction**. Please ensure sufficient fund is available in the bank account for deduction

ABC COMPANY PTE LTD

Amount will be deducted from your bank account CITIBANK NA / 0709145200 on 07-06-2009

Bill Reference No.	Customer Reference No.	Due Date	Total Due (SGD)
20090601FINFIN0001	200800125N	07-06-2009	49.00

SINGAPORE CUSTOMS

55 Newton Road
#10-01 Revenue House
Singapore 307987

For details on payment methods, please call 6355 2000 or see <http://www.customs.gov.sg>.

This is new feature which has captured the essential information of the bill and would facilitate payment made at any SingPost branches

