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All Traders, Freight Forwarders, Cargo Agents and Carriers

COMMON QUESTIONS ON CUSTOMS DECLARATIONS AND PROCEDURES

We are pleased to share with you the answers to some of the commonly asked questions as follows:

Termination of e-filing service for Certified True Copy (CTC) of Cargo Clearance Permit (CCP)

Q1: I need to apply for a Certified True Copy (CTC) of my Cargo Clearance Permit (CCP) declared under TradeNet[®] Version 3.1. I know that Version 3.1 has been decommissioned but am I still able to get a CTC of my CCP declared under Version 3.1?

A1: Yes, you are able to obtain a CTC of the CCP declared under Version 3.1 but we would like to remind you that the e-filing service for application of Certified True Copy (CTC) of CCP will be **terminated on 28 Mar 2008**. If you require CTC of CCPs approved under TradeNet[®] Version 3.1 or the earlier versions, please e-file your applications **before 28 Mar 2008**. For copies of CCPs approved under TradeNet[®] Version 4.0, you may log on with a valid user id at the TradeXchange[®] portal:

<https://www.tradexchange.gov.sg/>

Amendments of Cargo Clearance Permits through TradeNet[®]

Q2: My new staff has made a typographical error to the Importer Name in the permit application but it has been approved. Can I still make use of this approved permit to clear my cargoes?

A2: The "Importer Name" is a non-amendable field. For fields which are non-amendable, you should cancel and re-submit another permit application with the correct information. Please refer to the following website for the list of other non-amendable fields:

<https://www.tradexchange.gov.sg/tradexchange/ShowBinary/BEA%20Repository/txwp/document/tn/annexb.doc>

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Container Number Format

Q3: I have submitted a permit declaration for containerized cargo which was rejected with the message “Please check container number”. What could be the reason for it?

A3: To facilitate the clearance of your containerized cargoes, you are advised to declare the container numbers in the correct format in your permit application. A valid container number contains alphabets and numerals only. To avoid unnecessary delays in the clearance of your containerized cargoes, please ensure that your permit application does not contain:

- a) the same container number within the same application; or
- b) container numbers with spaces or special characters such as “/”, “-”, “_”.

For example:

Correct Format: ABCD1234
Incorrect Format: (i) ABCD-1234
(ii) ABCD 1234
(iii) ABCD/1234

Application for Cancellation of a Payment Permit

Q4: I have declared a payment permit for my importation from overseas and now the shipment is cancelled. Can I cancel the permit?

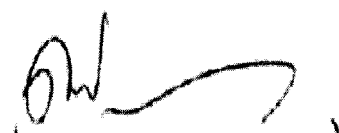
A4: If your payment permit has been approved with permit condition GF or G7, Duty and/or GST will be deducted via Interbank Giro (IBG). Please apply for refund of Duty and/or GST paid. If the permit has been approved with permit condition G1, and payment for the Duty and/or GST has not been made, please apply for cancellation of the permit. For those payment permits covering containerised cargoes, please apply refund or cancellation before the permit is used for clearance. Application for refund of Duty and/or GST and cancellation of permit can be made through the TradeNet[®] system.

Location code “CCJ” for “Changi Creek Jetty”

Q5: The Changi Creek Jetty has been replaced by the Changi Point Ferry Terminal. Should I submit my permit applications under the location code “CPFT” instead?

A5: Yes, all cargoes cleared through the Changi Point Ferry Terminal should be declared under the location code “CPFT”.

For further clarifications, you may wish to send your enquiries via email to customs_documentation@customs.gov.sg



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