

## Amendment to Subcontractor's Declaration

TDB RU 140.11 V2

1 Nov 94

To: All Textile & Garment Manufacturers Registered  
with the Regulatory Unit of the TDB

1. Please refer to our circular dated 21 Dec 93 on the Subcontractor's Declaration which is to be attached with your application for an Export Permit and the Certificate of Origin, Export Certificate or Textile Visa. Since 1 Jan 94, manufacturers who use subcontractors to produce their goods for export to the export markets are required to attach a declaration by their subcontractor for each consignment.

2. We have slightly amended the Subcontractor's Declaration to include the Central Registration (CR) No. of the subcontractor. Please refer to the [specimen of the amended Declaration](#) at **Annex A**.

3. If your subcontractor does not have a CR No., we would advise you to inform him to apply for one. There are 2 ways to do this:

- a. The subcontractor can call personally at the Reception Counter of the Imports & Exports Office at the 3rd level, WTC, #03-01A, 1 Maritime Square, Telok Blangah Road, Singapore 0409, with a copy of his Certificate of Incorporation/Registration as a Company or Business. He has to complete and submit an Application Form for the CR No. at the Reception Counter. A copy of this Form is at **Annex B**. The CR No. will be issued within half an hour.
- b. Alternatively, the subcontractor can fax the duly completed Application Form for the CR No. together with a copy of his Certificate of Incorporation/Registration as a Company or Business to TDB. Please fax the documents to fax **no. 2746134**. We will inform the subcontractor of his CR No. by fax within one working day.

4. If a subcontractor does not have a CR No., please state on the Subcontractor's Declaration the name of his company according to the Certificate of Incorporation/Registration as a Company or Business and attach a copy of his Certificate with the Declaration.

5. Manufacturers who subcontract the principal manufacturing operations such as cutting and sewing are required to submit the Subcontractor's Declaration. Manufacturers who export their final products under the Outward Processing Arrangement (OPA) will also submit the Declaration. However, the above requirement to furnish the CR No. does not apply in the case of OPA consignments where the subcontractor is outside Singapore.

6. Manufacturers who subcontract out minor processes in Singapore which do not affect the origin status of the goods such as printing, simple embroidery, ironing, washing and packing, do not have to submit the Declaration.

7. The requirements stated in our circular dated 21 Dec 93 are still applicable. Manufacturers and exporters are reminded that consignments declared in the Outward Declarations without the Subcontractor's Declaration and the required statement on the Outward Declaration (**see box 47 of Annex C**) as per our circular of 21 Dec 93 will be deemed to have been produced in the manufacturer's factory. If this is subsequently found to be incorrect, the Board can take action

against the manufacturer for making a false declaration that the products were manufactured by him.

8. Please take note that the use of the amended Subcontractor's Declaration will take effect from **1 Dec 94**. We thank you for your cooperation.

9. If you have any query, please contact:

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Mr Tan Juan Fook - Tel No. 2790402

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