



Notice No: 14/2017
23 October 2017

To Traders and Declaring Agents

Dear Sir/Madam

REVISED SECURITY APPLICATION FORM AND SECURITY EXTENSION FORM

Singapore Customs has revised and merged the security application forms for “Permits” and “Permits & Licensed Premises” into a single Security Application Form. We have also revised the Security Extension Form. You may obtain the latest Security Application/Extension forms from www.customs.gov.sg > Eservices > Customs Forms & Service Links > Security Application Form/Security Extension Form.

2 The revised forms are to be used with effect from 23 October 2017. Please note that you cannot extend an existing expiring security that was lodged using the previous security application forms. Instead, you will need to lodge a new security using the new Security Application Form.

3 In November 2017, Singapore Customs will be sending the security renewal letters to all entities that have lodged security expiring in December 2017 based on the contact details of your entity’s Primary Contact and Secondary Contact. To ensure that your entity continues to receive timely notifications from us, the Key Personnel or Authorised Personnel should update the particulars of the Primary Contact and Secondary Contact at www.customs.gov.sg > Eservices > Customs Forms & Service Links > Activation of Customs Account.

4 You may refer to the Frequently Asked Questions in Annex A for more details.

Yours faithfully

Ivy Chong
Head Procedures & Systems
for Director-General of Customs
Singapore Customs

(This is a computer-generated notice. No signature is required.)

We hope that this notice has been written in a way that is clear to you. If not, please let us have suggestions on how to improve this notice at customs_documentation@customs.gov.sg.

Frequently Asked Questions

1. Who needs to use the Security Application Form?

The Security Application Form should be used by traders who are required to furnish security for various scenarios, such as:

- Temporary importation of goods for approved purposes
- Movements involving dutiable goods not under temporary import
- Operation of licensed premises such as licensed warehouses and excise factories
- Compliance with the regulatory requirements of Singapore Customs
- Revenue protection purposes

For first-time security lodgement for permit applications, you are to compute and lodge the security amount required. For first-time security lodgement for all other purposes, Singapore Customs will inform you the amount of security required to be lodged. You can learn more about security lodgement at www.customs.gov.sg > Registering to Trade > Registration Procedures > Security Lodgement.

2. What are the key changes in the new Security Application Form?

The new Security Application Form has been revised to make it clearer that the security may be used to cover the different capacities (importer, exporter, Customs' permit holder, Customs' Scheme holder, licence holder, declaring agent, etc.) in which a trader may be liable to Singapore Customs under the Customs Act, Goods and Services Tax Act or any subsidiary legislation promulgated thereunder.

3. I am only lodging security for permit applications. How are the paragraph/provisions relating to licensed premises applicable to me?

Traders who are lodging security for permit applications should use the revised Security Application Form. The paragraph/provisions relating to licensed premises are only applicable for traders who are lodging security for the operation of licensed premises. If you are not operating any licensed premises, the paragraph/provisions relating to licensed premises would not be applicable to you.

4. Are there any changes in the types of security which Singapore Customs accepts?

Singapore Customs will continue to accept only banker's guarantee or insurance bonds as security.

5. I have lodged a security(s) with Singapore Customs. When will I be informed to do renewal?

If you have lodged a security with Singapore Customs expiring in December 2017, Singapore Customs will inform you on the recommended security amount to lodge for 2018 in November 2017.

If your security is an ad-hoc one that does not expire in the month of December, you will be notified on the expiry of your security two months before the expiry date.

6. Am I allowed to extend the expiry date my existing expiring security?

You cannot extend an existing expiring security that was lodged using the previous security application forms. Instead, you will need to lodge a new security using the new Security Application Form if you still wish to continue your transactions with Singapore Customs that require security.

7. With the form revision, what will happen to my existing security lodged using the previous security application form?

Your existing security will remain valid until its expiry and all terms will remain unchanged.

8. What if I have lodged a security using the previous security application form but have not submitted it to Customs?

Please submit the security by 31 October 2017 to:

Registration Unit
Procedures & Systems Branch
Singapore Customs
55 Newton Road #07-02
Revenue House
Singapore 307987

Singapore Customs will register the security if the details are in order. All security lodgements submitted after 31 October 2017 must use the new Security Application Form.