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|  | Singapore Customs,55 Newton Road #07-01Revenue House **Singapore 307987**  **Tel No. : 6355 2000**  **Form Reference : SC-A-008 (Ver 10 – 10/18)** |

**Certificate of Free Sale (CFS)**

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| This form may take you 10 minutes to fill in.  You will need the following information to fill in the form:   1. Company’s particulars; and 2. Description of the goods.   Supporting Documents Required for CFS Application:   1. Copy of the latest invoice for the local sale of good specified in Box 2; 2. For goods controlled by a Competent Authority (CA), a copy of the licence/certificate obtained from the relevant CA shall be provided; 3. For non-controlled goods, a letter of undertaking that the good is not controlled by any CA shall be provided; and 4. Authorisation letter/email for Singapore Customs to deduct application fee via your IBG Account (required only for payment via IBG Account).   Note:   1. The CFS application may only be filed by a local exporter for goods sold locally. 2. Each Certificate/ application is applicable to 1 product only. For multiple products, please submit the applications accordingly. 3. Please complete the form and submit it together with the relevant supporting documents to Singapore Customs. |
| **General Information and Application Procedures for a CFS**   1. **Application Procedures for a CFS**    1. The Applicant shall submit the completed and typewritten application form with all relevant supporting documents via the Networked Trade Platform (NTP) at [www.ntp.gov.sg](http://www.ntp.gov.sg).    2. After logging in to your NTP account, access your entity’s Data Repository to upload your application via the Singapore Customs folder which can be found under Data Tools & VAS > Data Repository > Partners Folder > Singapore Customs. From the Singapore Customs Folder, click on the Out folder followed by the Upload icon.    3. Please upload the application form and all relevant supporting documents as a single file (e.g. JPG, GIF, PDF and ZIP) and label the file name as “Application for Certificate of Free Sale (CFS)”. Select “Certificate of Free Sale” from the dropdown under Document Type before submitting.    4. By submitting the application, you declare that all information provided in the application is true and correct. 2. **Fees Chargeable for CFS Application**    1. The fee for each application is **$4.00**.    2. The application fee can be paid via:   (a) GIRO through the Applicant’s IBG Account; or  (b) Payment at SingPost Outlets or AXS Stations with the invoice issued by Singapore Customs via the NTP to the Applicant.   1. **Approved CFS**    1. Each application will typically be processed within 2 working days after confirmation of payment and receipt of the completed application with all relevant supporting documents. An incomplete, unpaid or incorrect application may result in a delay in processing time.    2. Once the application is approved, you may retrieve your approved CFS via your entity’s Data Repository > Partners > Singapore Customs > In folder. |

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| 1. **Name & Address of Exporter** | **SINGAPORE CUSTOMS**  55 Newton Road  #07-01 Revenue House  Singapore 307987  Tel : 6355 2000  **SINGAPORE CUSTOMS**  55 Newton Road  #07-02 Revenue House  Singapore 307987  Tel : 63552000  Fax : 63376361  E-mail: customs\_cnmcfsHQ@customs.gov.sg  mime003  **CERTIFICATE OF FREE SALE**  Issued pursuant to Regulation of 36(1) of The Regulation of Imports & Exports Regulations  No………………………………….. |
| [Click here to insert details] |
| **2. Product Description** | |
| [Click here to insert details] | |
| **3. Declaration by Exporter** | |
| I/We undertake that   1. the good as described above is *(Please click here for drop-down list and select applicable statement)* and is freely sold in Singapore; and | |
| 1. all the information provided is true and correct.   Name: [Click here to insert details]  Designation: [Click here to insert details]  Date: [Click here to select]  (*This is an electronically submitted declaration. No signature is required.*) | |
| **4.** **Certification By Singapore Customs** | |
| We certify that, to the best of our knowledge, the declaration by the exporter is true and correct.  This Certificate is issued on the specific request of the exporter, without any prejudice or liability whatsoever on our part arising from any circumstances. This certificate should not be interpreted as a guarantee for the above-mentioned product of the said company.  This Certificate shall be valid for 2 years unless otherwise specified by the importing authorities.  Authorised Signature:  Name:  Designation:  Date: (stamp) | |

Original