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| crest | Singapore Customs, **Schemes & Engagement Branch**55 Newton Road #02-01, Revenue House**Singapore 307987****Tel No.: 6251 3027****Email: customs\_schemes@customs.gov.sg** |

**AUTHORISATION OF USER FOR INVENTORY CONTROL SYSTEM**

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| This form may take you 2 minutes to fill in.You will need the following information to fill in the form:1. Particulars of applicant company (Name of company/Firm, Licensed Premises Number)
2. Particulars of authorised user (Name, NRIC/FIN, email)
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| SECTION A PARTICULARS OF APPLICANT  |
| Name of Company/Firm:  |  |
| Licence No:  |  |
| SECTION B PARTICULARS OF AUTHORISED USER  |
| Name: | NRIC/FIN: |
| Use of Singpass: Please Circle | Y | N |
| Tel No: | Mobile No: |
| Email: |
|  |
| SECTION C ICS FUNCTIONS TO BE GRANTED ACCESS |
| Please circle “A” to add access or “D” to delete access. |
| Create Lot: | A | D | Maintain Daily Statement: | A | D |
| View Stock Master: | A | D | View Stock Balance: | A | D |
| View Stock Transaction: | A | D |  |
| SECTION D DECLARATION |
| (To be signed by the licensee or his staff not below the appointment of a warehouse manager)I hereby declare that all information given in this form is true and correct. I undertake to inform Customs immediately of any changes to the particulars in this form. |
| Signature:  |
| Name: |
| Designation: |
| Date: |