



*Ministry of Commerce, Industry, and Labour*  
*Matagaluega o Pisinisi, Alamanuia ma Leipa*

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[inclusive of the Registries of Companies & Intellectual Property]

## **SAMOA DUTY SUSPENSION SCHEME REGISTRATION FORM**

This questionnaire is designed to obtain the information required for an exporter to use the proposed new arrangements for access to duty suspension privileges on imported inputs. You must first get a Export Manufacturing Warehouse license from the Ministry of Revenue before you could be registered under the scheme. If you have any further questions regarding the questionnaire or registration to the scheme, please contact the Ministry of Commerce, Industry and Labour. Thank you for your co-operation.

- 1) Customs Department Export Manufacturing Warehouse License Number:
- 2) Physical Location of Export Manufacturing Warehouse and Business Operations

- 3) Name (as is used for Business License) and address of the firm that is involved in exporting and importing

Name:  
Post Office Box:  
Phone:  
Fax:  
E-mail:  
Business License Number (Ministry of Revenue):

- 4) Name that is used by above licensed business to import and export products (i.e. if Licensed name is different from Trading name)

5) Name and address of the person completing this form. This is the person that will be contacted if there are any further questions.

Name: PO Box: Phone: Fax: E-mail: Relation to above names Coy:
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6) Please enter your Exporter/Importer Consignee Code Number. (This is the code number that has been allocated to your firm by Samoan Customs and is required by them whenever this firm completed a Customs Entry.)

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7) Please provide your VAGST file number. (This is the number allocated to your firm by Inland Revenue. If you do not know your VAGST file number, please leave this box blank.)

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8) Please provide a brief description of your activities

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9) Do you have a Custom's Agent? Please supply the name and address of your current Customs Agent.

Name: PO Box: Phone: Fax: Email: Physical Location:
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10) Please enter your Customs Agent Declarant Code Number. (Your Customs Agent can supply this.) this code number is required by Samoan Customs whenever the Customs Agent completes a Customs Entry Declaration.

11) What percentage of the value of your output in the current financial year was exported?

12) What was the value of your exports in the current financial year? Value the exports at ex factory price including the cost of materials used, all processing costs and your normal mark-up. Please attach photo copies of each Customs entry document that related to an export by your firm (If you do not have these documents, your Customs Agent may have these Customs entry documents)

13) What was the value of imports of items used by your firm in the current financial year? Please attach photocopies of each Customs entry document that related to an import by your firm in the current financial year. (If you do not have these documents, your Customs Agent may have these Customs entry documents)

14) What was the approximate percentage of the value of imports of items used by your firm in the current financial year that were provided through the Duty Drawback Scheme.

15) By signing this document you certify that the information provided by you in this document is, to the best of your knowledge correct.

Print Name:
Signature:
Date:



