

IRAS e-Tax Guide

Import GST Deferment Scheme (Fifth Edition)



INLAND REVENUE
AUTHORITY
OF SINGAPORE

Import GST Deferment Scheme

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Import GST Deferment Scheme

1 Introduction

- 1.1 Goods and Services Tax (GST) is charged on all supplies of goods and services in Singapore and upon importation of goods into Singapore. Singapore Customs (SC) collects GST at the point of importation.
- 1.2 All imported goods are subject to GST unless relief is provided under the GST (Imports Relief) Order or if the importer is under an import GST suspension scheme such as the Major Exporter Scheme (MES).
- 1.3 If you are registered for GST, you may recover the import GST paid on imported goods as input tax when you submit the GST return for the prescribed accounting period in which the import GST is paid. This is provided that the goods are imported for your business of making taxable supplies and you hold an import permit, showing you as the importer.
- 1.4 To ease the import GST cash flow for GST-registered businesses arising from the time lapse between the payment and claiming of import GST, a new Import GST Deferment Scheme (IGDS) was announced by the Minister for Finance in Budget 2010. The scheme came into effect from 1st October 2010. The relevant legislation pertaining to IGDS can be found under Regulation 45D of the Goods and Services Tax (General) Regulations.
- 1.5 This e-Tax Guide explains how IGDS works and sets out the qualifying conditions of IGDS as well as the responsibilities of an IGDS business.

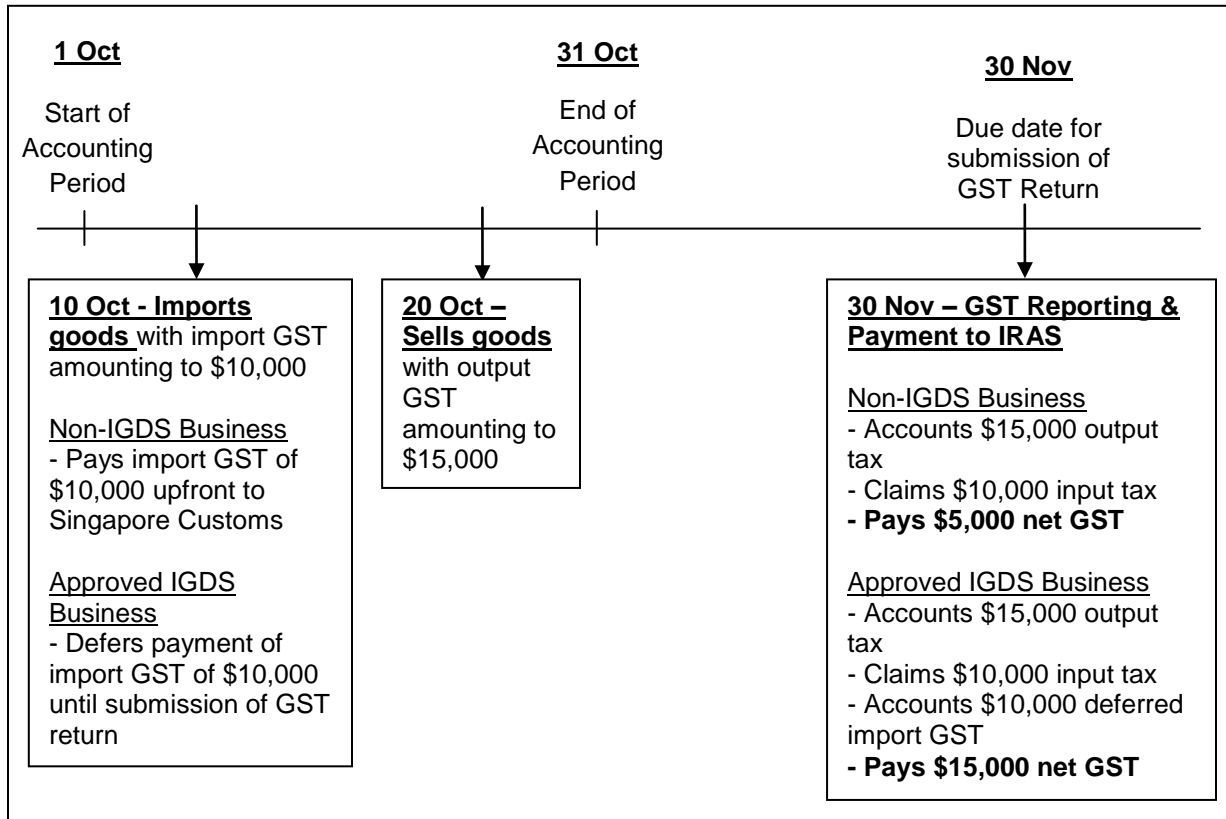
2 Scope of Import GST Deferment Scheme (IGDS)

- 2.1 IGDS allows an approved business to defer the payment of import GST until the submission of the GST return for the prescribed accounting period. This scheme is not applicable to customs or excise duties, which remain payable upfront at the point of importation.
- 2.2 As an approved IGDS business, you are required to account for the deferred import GST in the GST return for the period in which the import GST is payable. If the goods are imported for your business of making taxable supplies, you are entitled to claim the import GST as your input tax in the same period.
- 2.3 IGDS will apply to both dutiable and non-dutiable overseas goods under the following circumstances:
 - (i) Direct imports into Singapore

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- (ii) Imports released from Zero-GST/Licensed warehouses for local consumption

2.4 The following diagram illustrates how IGDS works.



3 Qualifying Conditions

3.1 In order to qualify for IGDS, you must satisfy the following conditions:

- (a) Your business must be GST-registered for at least 3 years.

For businesses that are GST-registered for less than 3 years, the Comptroller of GST may approve the application subject to paragraph 3.2 of this guide.

- (b) Your business must be active and financially solvent.

Being 'financially solvent' means your business must not be under bankruptcy, liquidation, receivership or judicial management.

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- (c) You have been importing or will be importing goods for your business purposes.
- (d) Your GST return is filed on a monthly basis¹.
- (e) You maintain an interbank GIRO account with IRAS for GST payments.
- (f) You have good internal controls and proper accounting records.

For more details on the Comptroller's requirements on the above condition, please refer to [Appendix A](#).

- (g) You have good compliance records with Singapore Customs.

You must not have any major violation of Singapore Customs' regulations and requirements.

- (h) You have good compliance records with IRAS.

You must have a good history of payment for GST and other taxes, and submission and completion of GST returns. At the point of application, you must not have overdue GST and other taxes, and overdue GST returns.

- (i) You complete a self-review under Assisted Self-Help Kit (ASK).

ASK is a self-assessment kit designed to help you manage your GST compliance. It equips you with the necessary tools and compliance tips to prevent potential slip-ups for GST matters. More information can be obtained from www.iras.gov.sg > For GST-registered businesses > GST Assisted Self-help Kit (ASK).

- (j) You must be able to comply with other conditions that the Comptroller of GST may impose from time to time.

3.2 Apart from the above conditions, the Comptroller of GST may impose a security (in the form of a letter of guarantee) prior to approval of the scheme. Please refer to [Appendix C](#) for more details.

3.3 Notwithstanding the above, the Comptroller of GST may reject an application in order to protect revenue.

¹ Your filing frequency will not be automatically reversed to quarterly filing frequency when you are no longer under the IGDS scheme. If you no longer wish to remain under monthly filing frequency, you have to write in to change back to quarterly filing frequency.

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- 3.4 Please note that as an approved IGDS business, you must fulfil the qualifying conditions. The Comptroller may revoke your IGDS status at any time or impose a security (or increase the amount if already imposed) if any of the qualifying conditions is not met. In the event of any material change in the nature of your business such that you no longer meet the qualifying conditions, you must inform the Comptroller of GST immediately.

4 Responsibilities of an IGDS Business

- 4.1 As an IGDS business, you must have good, reliable records of your accounts and import details. This is necessary for you to accurately and promptly declare the value of goods imported using your IGDS status and account for the deferred import GST payable in the respective GST returns. The detailed GST reporting requirements are highlighted in [Appendix D](#).
- 4.2 Once you have been granted IGDS status, you can use your IGDS status to:
- (a) import your own goods in the course or furtherance of your business
 - (b) import goods belonging to an overseas principal for supply (either in Singapore or for export) in the capacity of a section 33(2) agent² (refer to paragraph 4.3 for further information on acting as a section 33(2) agent)
 - (c) import goods belonging to an overseas principal which will later be re-exported (e.g. back to the overseas principal), if the requirements for section 33A agent in the [GST Guide on Imports](#) are satisfied (the importer is hereafter referred to as the “section 33A agent”)³

You should not under any circumstances, import goods that are not for the purpose of your business or on behalf of any other persons. Otherwise, you may be considered to have abused your IGDS status, following which your IGDS status may be revoked and relevant penalties may be imposed as defined under paragraph 8 of this guide.

² Prior to 1 Jan 2012, the same goods imported must be the same goods with no change in its form and nature upon their subsequent supply. With effect from 1 Jan 2012, you are allowed to act as a section 33(2) agent even where there is a change in nature and form of the goods. However, you must be able to track the goods and ensure that all goods imported in the capacity of a section 33(2) agent are supplied.

³ Section 33A of the GST Act allows repayment of GST paid on importation to an overseas person through a claim of input tax by a local agent who imports the goods, subject to certain requirements. For an agent who is approved as an IGDS business, Regulation 45D of the GST (General) Regulations allows him to defer payment of import GST until the submission of claim in his GST return if the same requirements are satisfied.

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4.3 Acting as a Section 33(2) Agent on behalf of overseas principals

If you import goods in the capacity of a section 33(2) agent for overseas principals, the goods are deemed to be your imports. Consequently, you may use your IGDS status to import such goods on behalf of your overseas principals, provided the following conditions are met:

- (i) Your overseas principals do not belong in Singapore and are not registered for GST.
- (ii) You keep separate records for goods belonging to the overseas principals.
- (iii) You have control over the custody and possession of the goods owned by your overseas principals at all times.
- (iv) You have to standard-rate and account for GST if the goods are subsequently sold locally; or zero-rate if they are exported.
- (v) You must issue tax invoices for local sales and maintain documentary evidence for goods exported.

4.4 Clarifications on Section 33(1) agent

- (a) If you are an overseas person who is registered for GST, you can appoint a Section 33(1) agent to declare the import permits under IGDS on your behalf. However, you are still required to declare in your GST return, the import GST deferred under the scheme for goods belonging to you brought in by your agent on your behalf.
- (b) Your Section 33(1) agent is to:
 - (i) ensure that your business name and GSTN registration number is captured in the import permit under the name field (e.g. ABC Pte Ltd on behalf of XYZ Ltd (M9-12345678-X)).
 - (ii) perform reconciliation of the total imports on a periodic basis and maintain separate records accordingly.

4.5 Your IGDS status is not transferable. If you transfer your business as a going concern to another taxable person, the transferee (new owner) is not allowed to use your IGDS status to import his goods. The transferee should apply for IGDS in his own name.

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- 4.6 When you de-register from GST, you are required to account for deemed output tax on the imported goods (including those imported under IGDS) that form part of your assets and stocks if the value of taxable assets and stocks on hand as at the effective date of de-registration is more than S\$10,000.

5 Operational Procedures

5.1 Customs Procedures

As an IGDS business, you are able to clear the goods from Singapore Customs at importation with the relevant permits⁴ if you are registered with Singapore Customs for a Unique Entity Number (UEN) and as a TradeNet user. For more details on TradeNet, please refer to Singapore Customs website at www.customs.gov.sg.

5.2 Appointment of authorised declaring agents

However, if you are not a TradeNet user and/or if you choose to engage freight forwarding companies to assist you, you are required to appoint the relevant authorised declaring agent (e.g. freight forwarder) to clear the goods from Singapore Customs on your behalf. You can appoint/delete your declaring agents online using the Declaration of Agents at *myTax Portal*⁵. More information can be obtained from www.iras.gov.sg > Quick links> e-Services > Goods & Services Tax > Apply for Declaration of Agents > User Guide.

After you have appointed your agents at *myTax Portal*, you are still required to inform your authorised declaring agents of their appointment and they are required to take up IGDS permits via the TradeNet System. This also applies to the following four Air-Express companies - DHL Express (Singapore) Pte Ltd, United Parcel Service Singapore Pte Ltd, TNT Express Worldwide (S) Pte Ltd and Federal Express (Singapore) Pte Ltd.

At any time, an IGDS trader can have a maximum of 20 authorised declaring agents. It is your responsibility to keep and maintain the list of your authorised declaring agents. **As you are accountable for all permits declared by your authorised declaring agents, you are advised to exercise due care and impose relevant controls in appointing your declaring agents for this purpose.** Please refer to [Appendix G](#) for the suggested measures.

⁴ Please refer to [Appendix F](#) for the relevant TradeNet permit applications to be submitted for IGDS shipments.

⁵ Please ensure that you have been authorised by your organisation as the preparer or the approver under **GST Tax Matters** to access this e-services in *myTax Portal*. If not, you will need to get your EASY administrator to log in to e-Services Authorisation System (EASY) to authorise you. For more information on how this can be done, please refer to <http://mytax.iras.gov.sg/easy>.

6 Application for IGDS

- 6.1 Any GST-registered business who wishes to obtain the IGDS status must apply to the Comptroller of GST for approval. Once IGDS is granted to you, any other prior approved GST schemes relating solely to imports (e.g. MES) will be terminated.
- 6.2 Businesses who satisfy all the qualifying conditions for IGDS can download the application form GST F22 from www.iras.gov.sg > Quick Links > Tax forms > GST.
- 6.3 Application process for IGDS

(a) To apply for the IGDS status, you are required to submit the following documents:

(i) A duly completed and signed Application Form GST F22.

You are required to review Section 1 and 2 of ASK in order to complete the application form.

(ii) A duly completed "ASK: Declaration Form on Completing Annual Review & Voluntary Disclosure of Errors" (i.e. Section 3 of ASK)

For applications made before 1 January 2013:

A duly completed "ASK: Declaration Form on Completing Annual Review & Voluntary Disclosure of Errors" (i.e. Section 3 of ASK) signed off by your authorised personnel must be submitted together with the application form.

For applications made on or after 1 January 2013:

A duly completed "ASK: Declaration Form on Completing Annual Review & Voluntary Disclosure of Errors" certified by either your own in-house or external tax professional who is accredited as an Accredited Tax Practitioner (GST) or Accredited Tax Advisor (GST) with the Singapore Institute of Accredited Tax Professionals ("SIATP") must be submitted together with the application form. For more information on accreditation, please visit www.siatp.org.sg.

You are to maintain the working templates in Section 3 of the ASK to support that the "ASK: Declaration Form on Completing Annual Review & Voluntary Disclosure of Errors" is accurately completed. We may request for the working templates when evaluating your application.

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As for successful ACAP applicants, you do not need to submit the ASK declaration form pending the result of ACAP review and submission of ACAP Report. If you subsequently withdraw from participating in ACAP, you are required to perform and submit the ASK declaration form within three months. If you fail to obtain ACAP status, you may also be required to submit the ASK declaration form on a case-by-case basis.

- (b) If you make both taxable and exempt supplies⁶, you cannot claim your input tax in full. You have to declare in your application that you will perform due diligence in apportioning your input tax. You can only claim input tax on the deferred import GST payable that is attributable to your making of taxable supplies.

6.4 You will be informed of the outcome of your application within one month from the date of submission of your application. This is provided that your application form is fully completed with the relevant supporting documents.

6.5 If your application is successful, your IGDS status will be valid for a period of 3 years, as may be notified by the Comptroller of GST in writing.

7 Renewal of IGDS

7.1 You must apply for a renewal of IGDS if you wish to extend your status for a further 3 years.

7.2 Closer to the expiry date of your IGDS status, IRAS will send you an IGDS renewal letter to invite you to apply to renew your IGDS status.

7.3 You would be required to perform a self-review under ASK prior to the renewal and submit a duly completed "ASK: Declaration Form on Completing Annual Review & Voluntary Disclosure of Errors" certified by either your own in-house or external tax professional who is accredited as an Accredited Tax Practitioner (GST) or Accredited Tax Advisor (GST) with the Singapore Institute of Accredited Tax Professionals ("SIATP"). For more information on accreditation, please visit www.siatp.org.sg.

7.4 Once your application for renewal of IGDS is approved, your IGDS status will be extended for another three years or any other period that the Comptroller may grant.

⁶ Exempt supplies refer to the provision of financial services or sale/lease of residential properties.

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- 7.5 However, if you have successfully applied to participate in ACAP to be performed by an independent ACAP Reviewer, the certified ASK declaration form will not be required, unless you subsequently withdraw your ACAP participation or you fail to obtain ACAP status.

8 Revocation of IGDS

- 8.1 Your IGDS may be revoked at any time if you breach any of the qualifying conditions. In the circumstances, you must make immediate arrangements with Singapore Customs for the payment of import GST on your subsequent importations.

8.2 Penalties for non-compliance

- (a) Any late submission of GST return or late payment in accounting for the deferred import GST will attract a late payment penalty of 5% on the amount of deferred import GST.
- (b) If any IGDS business imports goods that are not for the purpose of its business or if imports are made under IGDS on behalf of any other persons other than those permissible situations as listed in paragraph 4.3, this would constitute an offence, which may lead to penalties and criminal prosecution. This is in addition to having to re-pay the amount of GST that has been deferred in an unauthorised manner. However, there are exceptions for goods imported in the capacity of a section 33A agent. Please refer to the [GST Guide on Imports](#) for details.

9 Contact Information

- 9.1 For enquiries on this e-Tax Guide, please contact:

Goods & Services Tax Division
Inland Revenue Authority of Singapore
55 Newton Road
Singapore 307987

Tel: 1800 356 8633
Fax: (+65) 6351 3553
Email: gst@iras.gov.sg

10 Updates and Amendments

	Date of amendment	Amendments made
1	10 Jun 2010	Revised paragraphs 3.4 and 5.2 Inserted new paragraphs 6.3 and 7.3, and Appendix E
2	28 Jan 2011	Revised paragraphs 1.4, 2.3, 3.1, 4.3, 5.1, 5.2, 6.3(a)(ii), 13(a) and Appendix D's content and diagram Inserted new paragraphs 4.6, 6.4 and Appendix F
3	25 Jan 2012	Revised paragraphs 4.2, 4.3 and 8.2(b)
4	1 Mar 2012	Revised paragraphs 6.3(a) and 7.3. Inserted new paragraph 7.5.

11 Appendix A – Comptroller’s Requirements on Internal Controls, Accounting and Compliance Records

Good internal controls and proper accounting records:

- (a) There must be proper and documented procedures on the identification and capturing of accounting information from your inventory and financial records into your GST accounting/ reporting system;
- (b) There must be sufficient original documents and proper records of the value of imports (including goods removed from ZG warehouse), exports and total supplies as follows:

Inward handling/ Receipt of goods

- Goods Received Notes (GRN) – to document the date/ quantity/ description of goods received
- Duly acknowledged Delivery Orders (DOs) – to support the GRN
- Copies of import permits, transshipment permits etc
- Copies of shipping documents such as air waybill or bill of lading
- Copies of commercial invoices accompanying the goods, if available
- Copies of insurance documents accompanying the goods, if available
- Copies of correspondences from your overseas principals
- Any other similar documents to document the date/ movement/ quantity/ description of the goods received into its warehouse

The identity of the overseas principal(s)/ supplier(s) as well as the value and description of the goods must be readily identifiable/ verifiable.

Storage/ Custody of goods

- The relevant warehouse records/ reports showing clearly the person(s) handing over and person(s) receiving the goods at each stage of their storage into the warehouse
- The warehouse storage records/ reports showing the warehouse location where the goods are stored

Outward handling/ Removal of goods

- Purchase Orders (POs) issued by your customer(s)
- Delivery Orders (DOs) issued by you
- Copies of export permits, transshipment permits etc
- Copies of shipping documents such as air waybill or bill of lading
- Copies of commercial invoices accompanying the goods, if available
- Copies of insurance documents accompanying the goods, if available

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- Written instructions from your customer(s) to deliver the goods locally or to export the goods
- Any other similar documents to document the date/ movement/ quantity/ description of the goods removed from your warehouse

The identity of the overseas or local customer(s) as well as the value and description of the goods must be readily identifiable/ verifiable.

Stock-taking/ Inventory audit of goods

- You must maintain sufficient evidence to indicate that a full and comprehensive internal and/ or external stock-take/ inventory audit has been performed.

Discrepancy reporting of goods

- You must maintain reconciliation reports pertaining to discrepancies of the goods at the point of their:
 - Receipt into the warehouse (if any)
 - Removal from the warehouse (if any)
 - And after a stock-take/ inventory audit is conducted

Invoicing for the goods supplied

- If you invoice your customer for the goods, you must maintain the following documents as evidence of the supply of the goods:
 - Tax invoices issued for all local supplies of goods
 - Invoices issued for all sales which are exported (i.e. the supporting export documents must be maintained as proof of exports of goods)
 - Evidence of payment received from the customer (if any)

You must produce all such records upon request by IRAS.

If you are an agent acting on behalf of overseas principals under Section 33(2) of the GST Act, you must keep separate records of the goods owned by the overseas principal as detailed in [Appendix B](#).

12 Appendix B – Conditions and Record-Keeping Requirements of a GST Agent Acting on Behalf of Overseas Principals

Record-keeping

- (a) Any correspondence or letter from each overseas principal, authorising the trader as its local agent.
- (b) Stock records for each overseas principal containing the following details:
 - (i) Inward handling/ Receipt of goods
 - Date of import/ goods removed from ZG warehouse/ receipt
 - Total import value/ value of goods removed from ZG warehouse/ value of goods received
 - Description of goods
 - Quantity of goods

The stock records must be supported by copies of Goods Received Notes (GRN), Delivery Orders (DOs), Customs permits, shipping documents, commercial invoices, insurance documents, correspondences with overseas principals/ suppliers and any other relevant documents.

- (ii) Outward handling/ Removal of goods
 - Date of export/ re-export/ sale
 - Purpose of removals (local sale, export, re-export etc.)
 - Description of goods
 - Total value of goods exported/ re-exported/ sold
 - Quantity of goods exported/ re-exported/ sold

The stock records must be supported by the relevant documents such as Purchase Orders (POs), Delivery Orders (DOs), Customs permits, shipping documents, commercial invoices, insurance documents, written instructions from and correspondences with overseas principals or their customers, tax invoice (if invoicing is done by the GST agent), evidence of payment received from the purchaser (if payment made to the GST agent) as well as any other relevant documents.

- (iii) Storage/ Custody of goods
 - Names of persons handing over and/ or taking over the goods at each stage of their storage into the warehouse
 - Storage locations of the goods in the warehouse

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(iv) Stock-taking/ Inventory audit of goods

- Records of full and comprehensive internal and/ or external stock-take/ inventory audit

(v) Discrepancy reporting

Reconciliation reports pertaining to discrepancies of the goods (if any) at the point of their:

- Receipt into the warehouse
- Removal from the warehouse
- After a stock-take/ inventory audit is conducted

The GST agent must maintain proper stock reports and stock reconciliation reports for each of the overseas customers such that stock balance in the warehouse can be reconciled to the goods imported and the goods supplied.

- (c) Records of the overseas principal(s) for whom the GST agent is acting, as if the GST agent is the taxable person and complies with Section 46 of the GST Act.

13 Appendix C – Letter of Guarantee

A letter of guarantee may be required of you before the Comptroller of GST grants IGDS status, as deemed necessary by the Comptroller. You will be notified in writing when a letter of guarantee is required.

The Comptroller of GST only accepts letters of guarantee issued by banks or insurance companies in Singapore. This includes the Singapore branch of a foreign bank or insurance company.

The bank or insurance company must issue the letter of guarantee in accordance with the required format. A specimen format will be sent to you if you are required to furnish a letter of guarantee.

The Comptroller of GST will specify the validity period of the letter of guarantee. The Comptroller of GST may lodge a claim during the validity period.

When the letter of guarantee expires at the end of the guarantee period, the letter of guarantee is effectively null and void. Thus, the Comptroller does not return the letter nor issue a letter of release.

14 Appendix D – GST Reporting Requirements for IGDS

(a) Goods with import GST deferred with Singapore Customs

You will declare the value of goods imported under IGDS and the deferred import GST payable in the IGDS Section⁷ of your GST returns in the accounting period corresponding to the date of approval⁸ of the permit. For example, a permit showing 17 December 2010 as the date of permit approval is to be declared in your GST return for the period covering from 1 December 2010 to 31 December 2010.

Please note that the value of imports reported in your GST return must be duly supported by valid permits and relevant supporting documents (for e.g. commercial invoices and appropriate shipping documents such as bill of lading / airway bill).

(b) Importation of goods eligible for Input Tax Claims

Based on the conditions for claiming input tax, if you are entitled to claim the input tax incurred, you will also declare the value of imports under IGDS, in Box 5 “Total Value of Taxable Purchases” of your GST returns for the relevant accounting periods and the input tax credit to be made in Box 7 “Input tax and refunds claimed” in the GST returns in respect of such imports.

(c) Errors made in declarations of permits

Permits with value under-declared:

If you have under-declared the value of the goods in your permit, you are allowed to take up a supplementary IGDS permit to cover the difference in value provided that the original permit has not been used for clearance of goods and is for direct imports of goods into Singapore cleared via a Customs checkpoint manned by ICA (e.g. released from the Free Trade Zone, Woodland/Tuas checkpoint). The original and supplementary payment permits would then be used together for the clearance of the goods.

You are to report the supplementary permit as per paragraph 13 (a) and (b) and in the accounting period corresponding to the permit approval date of the supplementary permit.

⁷ Please refer to [Appendix E](#) for screenshots of the IGDS section in GST F5 and GST F7.

⁸ The approval date can be taken as the start date of the validity period stated in the permit.

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However, if the permit has been used or unused but expired or for imports of goods into Singapore cleared through an unmanned place where there is no ICA presence (i.e. This would include the release of goods from ZGST/licensed warehouses for local consumption), you are to make good the difference in import GST immediately to Singapore Customs by taking a short payment permit. You are not to use your IGDS status for such cases. If you satisfy the input tax claim conditions, you can claim the import GST incurred in the short payment permit. You are to report the short payment permit as per paragraph 13 (b) and in the accounting period corresponding to the date of the short payment permit.

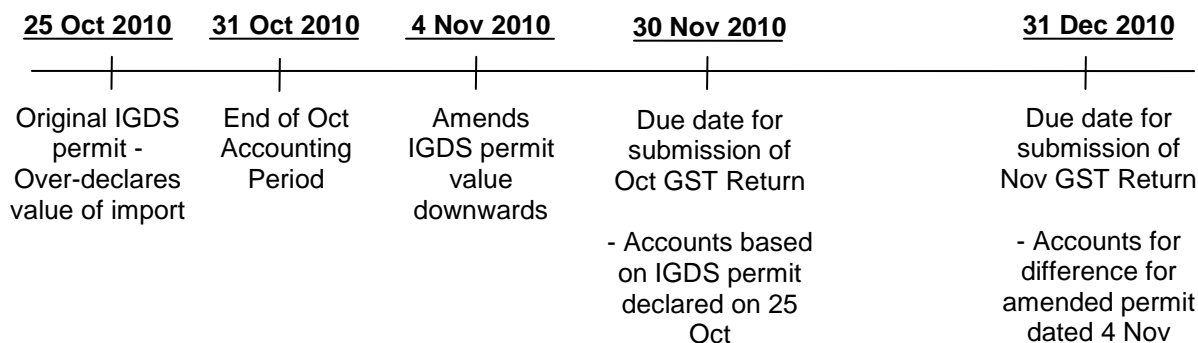
Permit with value over-declared:

Within Amendment Period

If you have over-declared the value of the goods in your permit, you are allowed to amend/cancel the permit with Singapore Customs provided that the permit has not been used and is still valid for clearance of goods within 14 calendar days from the original permit's approval date. Any amendments made to the permits should be reported in the month when the amendments have been made:

- (i) Amendment made in a different month from the original permit approval date:

You are to report the difference arising from the amended permit in the following accounting period.



Example 1:

Company ABC over-declared its value of goods in the IGDS permit dated 25 October 2010 as \$100,000 and the deferred import GST is assessed as \$7,000. Subsequently on 4 November 2010, Company ABC amended the value of the goods in the IGDS permit to \$80,000 and the deferred import GST was revised to \$5,600.

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In the GST return ending 31 October 2010, Company ABC would have declared based on the original values (i.e. goods imported under IGDS as \$100,000 and deferred import GST as \$7,000). As the amendment was made in the month of November, Company ABC is required to declare the difference arising from the amendment (i.e. value of goods is -\$20,000 (\$80,000 - \$100,000) and deferred import GST is -\$1,400 (\$5,600 - \$7,000)) in the GST return ending 30 November 2010.

- (ii) Amendment made in the same month as the original permit approval date:

Example 2:

Company ABC over-declared its value of goods in the IGDS permit dated 25 October 2010 as \$100,000 and the deferred import GST is assessed as \$7,000. Subsequently on 30 October 2010, Company ABC amended the value of the goods in the IGDS permit to \$80,000 and the deferred import GST was revised to \$5,600.

As the amendment was made in October, Company ABC would have to declare based on the final amended values (i.e. goods imported under IGDS as \$80,000 and deferred import GST as \$5,600) in the GST return ending 31 October 2010.

If Company ABC has submitted the GST return without taking into consideration the amended permit, Company ABC is to file a GST F7 to amend the values.

Beyond Amendment Period

In a situation where amendment of value is not allowed (e.g. beyond 14 days from permit approval date or permit was utilised) to be made, you are required to account the values for the IGDS section in your GST return (i.e. Box 15 and 17) in accordance to the values stated in the IGDS permit. For Box 5 "Total Value of Taxable Purchases" and Box 7 "Input tax and refunds claimed" of your GST F5 return, you are to declare the correct value of the imported goods before GST (and not the over-declared import permit value) and the actual GST paid based on the permit respectively.

Example 3:

Company ABC over-declared its value of goods in the IGDS permit dated 25 October 2010 as \$100,000 (instead of \$80,000) and the deferred import GST is assessed as \$7,000. As Company ABC realised the error on 15 November 2010 and was unable to amend

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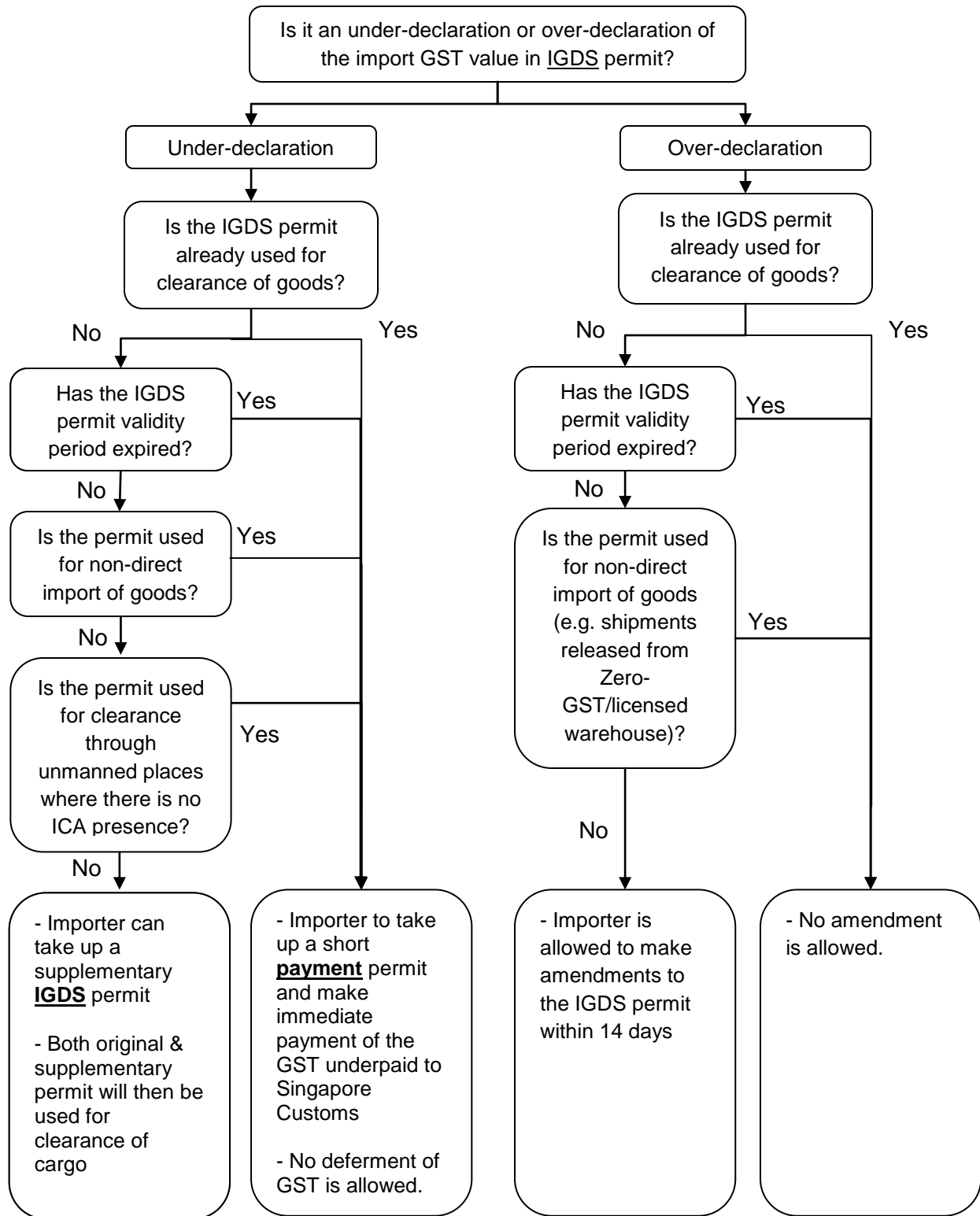
the permit with Singapore Customs, Company ABC is to report the permit in its GST F5 return for the period ending 31 October 2010 as follows:

Box 5 "Total Value of Taxable Purchases" = \$80,000 (correct value)
Box 7 "Input tax and refunds claimed" = \$7,000

Box 15 "Deferred import GST payable" = \$7,000
Box 17 "Total value of goods imported under this scheme" = \$100,000 (permit value)

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Overview for rectifying error declarations for IGDS permits:



Import GST Deferment Scheme

15 Appendix E – Screenshots of the IGDS Section in GST F5 and GST F7

GST F5 GOODS AND SERVICES TAX RETURN Goods and Services Tax Act (Cap 117A)			
Name	:		
Tax Reference No.	:		
GST Registration No.	:		
i Due Date	:		
Period covered by this return	:		
Supplies		S\$	
i	Total value of standard-rated supplies	<input type="text" value=""/>	1
i	Total value of zero-rated supplies	<input type="text" value=""/>	2
i	Total value of exempt supplies	<input type="text" value=""/>	3
i	Total value of (1)+(2)+(3)	0.00	4
Purchases			
i	Total value of taxable purchases	<input type="text" value=""/>	5
Taxes		S\$	¢¢
i	Output tax due	<input type="text" value=""/>	6
i	Less: Input tax and refunds claimed	<input type="text" value=""/>	7
i	Equals: Net GST to be paid to IRAS	0.00	8
Applicable to Taxable Persons under Major Exporter Scheme / Approved 3rd Party Logistics Company / Other Approved Schemes Only			
i	Total value of goods imported under this scheme	<input type="text" value=""/>	9
Did you make the following claims in Box 7?		S\$	¢¢
	Did you claim for GST you had refunded to tourists? <input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text" value=""/>	10
	Did you make any bad debt relief claims? <input type="radio"/> Yes <input checked="" type="radio"/> No Self-review of eligibility to Bad Debt Relief Claim	<input type="text" value=""/>	11
	Did you make any pre-registration claims? <input type="radio"/> Yes <input checked="" type="radio"/> No Self-review of eligibility to Pre-Registration Input Tax Claims	<input type="text" value=""/>	12
Revenue		S\$	
i	Revenue for the accounting period	<input type="text" value=""/>	13
Import GST Deferment Scheme		S\$	¢¢
	Net GST per box 8 above	0.00	14
i	Add: Deferred import GST payable	<input type="text" value=""/>	15
i	Equals: Total tax to be paid to IRAS	0.00	16
i	Total value of goods imported under this scheme	<input type="text" value=""/>	17
Declaration			
I declare that the information given above is true and complete.			
Name of Declarant	:		
Declarant ID	:		
Designation	:	<input type="text" value=""/>	
Contact Person	:	<input type="text" value=""/>	
Contact Tel. No	:	<input type="text" value=""/>	
<input type="button" value="Save As Draft"/> <input type="button" value="Submit"/> <input type="button" value="Clear All"/> <input type="button" value="Cancel"/>			

Import GST Deferment Scheme

GST F7 DISCLOSURE OF ERRORS ON GST RETURN Goods and Services Tax Act (Cap 117A)			
Name	:		
Tax Reference No.	:		
GST Registration No.	:		
Due Date	:		
Period covered by this return	:		
Supplies		S\$	
i	Total revised value of standard-rated supplies	<input type="text"/>	.00 1
i	Total revised value of zero-rated supplies	<input type="text"/>	.00 2
i	Total revised value of exempt supplies	<input type="text"/>	.00 3
i	Total value of (1)+(2)+(3)		.00 4
Purchases			
i	Total revised value of taxable purchases	<input type="text"/>	.00 5
Taxes		S\$	€€
i	Revised output tax due	<input type="text"/>	6
i	Less: Revised input tax and refunds claimed	<input type="text"/>	7
i	Equals: Net GST to be paid to IRAS		8
i	Less: Net GST paid previously for this accounting period		9
i	Equals: Difference to be paid to IRAS		10
Applicable to Taxable Persons under Major Exporter Scheme / Approved 3rd Party Logistics Company / Other Approved Schemes Only			
i	Total value of goods imported under this scheme	<input type="text"/>	.00 11
Did you make the following claims in Box 7?		S\$	€€
	Did you claim for GST you had refunded to tourists? <input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text"/>	12
	Did you make any bad debt relief claims? <input type="radio"/> Yes <input checked="" type="radio"/> No Self-review of eligibility to Bad Debt Relief Claim	<input type="text"/>	13
	Did you make any pre-registration claims? <input type="radio"/> Yes <input checked="" type="radio"/> No Self-review of eligibility to Pre-Registration Input Tax Claims	<input type="text"/>	14
Revenue		S\$	
i	Revenue for the accounting period	<input type="text"/>	.00 15
Import GST Deferment Scheme		S\$	€€
i	Revised deferred import GST payable	<input type="text"/>	16
i	Less: Deferred import GST payable previously declared for this accounting period		17
i	Equals: Difference in deferred import GST payable		18
	Add: Difference in Net GST (per box 10 above)		19
i	Equals: Difference in total tax to be paid to IRAS		20
i	Revised total tax to be paid to IRAS		21
i	Revised value of goods imported under this scheme	<input type="text"/>	.00 22
Description of Errors			
If you are consolidating the errors for more than one accounting period (up till one year), please state so in this box. For example: "The error declared above is for the period 01/01/2007 to 31/12/2007."			

16 Appendix F – Relevant TradeNet permit applications for IGDS shipments

Approved IGDS businesses that are submitting their own TradeNet permit applications and appointed IGDS declaring agents are advised to take note of the following types of permit applications for IGDS shipments:

Customs Permits with GST under deferment

- a) For the import of non-dutiable goods with GST under deferment,
 - i. Message Type = IN-Non Payment (INP)
 - ii. Declaration Type = APS (Approved Premises/Schemes)
 - iii. Place of Receipt Code = IGDS

- b) For the import of dutiable goods with duty payable and GST under deferment,
 - i. Message Type = IN-Payment (IPT)
 - ii. Declaration Type = DUT (Duty)
 - iii. Place of Receipt Code = IGDS

- c) For the import of dutiable goods with duty exempted and GST under deferment,
 - i. Message Type = IN-Non Payment (INP)
 - ii. Declaration Type = GTR (GST relief and/or duty exemption)
 - iii. Place of Receipt Code = relevant exemption codes e.g. TOBSP

For permits with values under-declared

- a) For valid permits which have not been produced for clearance at manned checkpoints (FTZs, LHQ, THQ, etc), to submit the following supplementary permit to account for the value under declared:
 - i. Message Type = IN-Non Payment (INP)
 - ii. Declaration Type = APS (Approved Premises/Schemes)
 - iii. Place of Receipt Code = SPIGDS

- b) For permits which have been produced for clearance or have expired, you are required to pay for the GST short paid to Singapore Customs by submitting the following application:
 - i. Message Type = IN-Payment (IPT)
 - ii. Declaration Type = GST (GST)
 - iii. Place of Receipt Code = SPNOSTK

Import GST Deferment Scheme

For permits with values over-declared

- a) In general, amendments are allowed to values for valid IGDS permits which have not been produced for clearance. For IGDS duty payment permits, amendments to values are allowed within 14 days from the date of approval of the original permits, provided that these amendments do not affect the duty amounts payable.
- b) For all other cases of permits with values over-declared, any differences in values are to be accounted to IRAS in the GST returns.

17 **Appendix G – Suggested Measures in Authorising Declaring Agents to Clear Goods Under Your IGDS Status**

Review all such import permits taken up to ensure that you are the rightful importer. Internal procedures should be put in place to ensure that this review process is implemented by the employees.

This can be done by:

- (a) Obtaining from your authorised declaring agents a complete listing of import permits and verify against your suppliers' invoices to ensure that the imports declared by the agents are yours; or
- (b) Generating a permit listing from TradeExchange (TX), on a regular basis, if you are a registered user, to ensure that there is no unauthorised usage of your IGDS status by matching the imports listed against your suppliers' invoices and your authorised declaring agents' listing.