|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Declaration of Carrier for Goods Hand-carried out of Singapore by Individual Carrier | | | | | | | |
| ***Section A (To be completed by each carrier)*** | | | | | | | |
| To | : | *(Name of Supplier), (Address of Supplier)* | | | | | |
| Date of declaration | : | / / *(DD/MM/YYYY)* | | | | | |
|  |  |  | | | | | |
| I, (Name of carrier as shown on passport), hereby declare that I will hand-carry the following goods out of Singapore. I am aware that penalties may be imposed for the submission of an incorrect form and/or provision of false information to the Comptroller of GST.   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Details of Goods**  Name of Customer (as per invoice) :  Invoice Date (DD/MM/YYYY) :  Invoice Number :  Invoice Amount :   |  |  |  | | --- | --- | --- | | **Description of goods per invoice (please use a separate form if space provided is not sufficient)** | **Quantity of goods**  **per invoice** | **Quantity of goods carried out by me** | | (1) |  |  | | (2) |  |  | | (3) |  |  | | (4) |  |  | | (5) |  |  | |  |  |  | | --- | --- | | **Particulars of Carrier**  Relationship to customer  / seller (if applicable) :  Nationality :  Passport Number :  Address :    Signature of Carrier : | **Details of Departure**  Date of Departure :  Name of Airlines/Vessel :  Flight/Vessel/Vehicle No:  Time of Flight/Vessel :  Destination : | | | | | | | | |
| ----------------------------------------------------------------------------------------------------------------------------------------------  ***Section B (To be completed by supplier)*** | | | | | | | |
| Checklist of documents to be maintained by supplier (to be obtained not later than 60 days) **(Please mark)** | | | | | | | |
|  |  | |  | | | | |
| (1) Copy of transport evidence: | | |  | | |  |  |
| (a) Confirmed air / ferry ticket bearing the name of carrier | | | | | |  |  |
|  | | | | | |  |  |
| (b) Boarding pass bearing the name of carrier (if applicable) | | | | | |  |  |
|  |  |  | | | |  |  |
| (c) Airline excess baggage receipt (if applicable) | | | | | |  |  |
|  |  |  | | | |  |  |
| (2) Extract of passport |  |  | | | |  |  |
| (a) A copy of front page containing name, passport number, nationality and photograph of carrier | | | | | |  |  |
|  |  |  | | | |  |  |
| (b) A copy of relevant immigration endorsement of entry to foreign country (if applicable) | | | | | |  |  |
|  |  |  | | | |  |  |
| (3) Invoice to overseas customer | | | | | |  |  |
|  |  |  | | | |  |  |
| (4) Confirmation of receipt of goods by overseas customer | | | | | |  |  |
| (5) Export permit (subject to the requirements of Singapore Customs for export permits) | | | | | |  |  |
| (6) Evidence of payment received from overseas customer | | | | | |  |  |
|  |  |  | | | |  |  |
|  | | | |  |  |  |  |
| Name & Signature of Authorised Person | | | | : |  |  |  |
| Designation | | | | : |  |  |  |

**If the declaration form or supporting documents are incomplete or not in order, the supply cannot be zero-rated. DO NOT submit the completed form unless requested by IRAS. Keep a copy of this completed form for your internal records.**