APPLICATION FOR REGISTRATION OF IMPORTER
WITH DTI-BUREAU OF PRODUCT STANDARDS (BPS)

DECLARATION

The information contained herein is provided to the Department of Trade and Industry - Bureau of Product Standards (DTI-BPS) in order to facilitate the evaluation of an Importer as an entity to deal with DTI-BPS for the issuance of an Import Commodity Clearance (ICC).

The application is considered complete, if this form is duly completed, signed, and submitted along with copies of importerôs financial statements, professional indemnity insurance policy and the companyôs business profile (containing an organization chart and brief resume of key staff). False or misleading statements and information provided to DTI-BPS may result, at DTI-BPS' sole discretion, to the removal of the Importer from DTI-BPS' list of eligible Importers.

Please note that if you are registered under the DTI-BPS' Importers Programme, your continued registration is, of course, contingent on your compliance with the standards for registered importers published on DTI-BPS' website (see DTI-BPS' list of importers).

1. APPLICANT IMPORTER

1.1 Applicant: Contact Details		
Name of Company:		
Physical Address		
Street:	City:	Country:
Postal Address:		
Website Address *(if any)*:		
Warehouse Address1:		
Warehouse Address2:		
1.2 Applicant : Information		
Registration Number/ Date of incorporation / establishment:		
BOC Registration Number:		
Description of Applicant's business activity(ies):		
List of Applicant's subsidiary(ies) and its(their) business activity(ies):		
1.3 Applicant: Contact Person		
Position:		
Title:	First Name:	Last Name:
Telephone Number:	Fax Number:	Email Address:
1.4 Applicant's Experience		
Number of Years of Experience in the lines of business relevant to DTI-BPS (i.e. ICC Facilitation):		

1.5 Name of broker/s to whom the importers will be represented		
Company:		
Address:		
Company Contact Details:		
Title:	First Name:	Last Name:
Telephone Number:	Fax Number:	Email Address:
1.6 Broker's Authorized Representative		
Representative 1:		
Title:	First Name:	Last Name:
Telephone Number:	Fax Number:	Email Address:

2. Attachments

- SEC or Business Name Registration of Importer
- Importer's Resume and Resume of Company's present Board of Directors with 5 cm x 5 cm I.D. picture
- Annual Financial Reports/ Financial Statements (for the last 3 years)
- Professional indemnity insurance policy
- Proof of utility billing
- The companies' business profile (containing organization chart and brief CV of key staff)
- Special Power of Attorney or Secretary's Certificate Authorizing the Broker to transact business with DTI-BPS
- Location map of warehouse/s

CONFIDENTIALITY / AUTHORIZATION FOR LIMITED DISCLOSURE / SIGNATURE

All information contained in this Application will be treated by DTI-BPS as confidential material. However, DTI-BPS may be required to disclose the documentation or information contained therein, or attached thereto, to its professional advisors and law enforcement or regulatory authorities. It is being further understood that this information will only be disclosed by DTI-BPS on the basis of each recipient(s) acknowledging to observe similar obligations of confidentiality in respect of that information.

The applicant understands and hereby agrees that, by submitting this Application, its Attachments and any additional information to be submitted by the Applicant at a later stage, the Applicant has expressly authorized DTI-BPS to disclose the documentation or information contained in the application form in the manner aforementioned.

In addition, the Applicant expressly authorizes DTI-BPS to contact any business referee listed by the Applicant under section 1.5 above, as well as any other brokers active in DTI-BPS' line of business regarding the Applicant's experience and /or track record.

Signed for and on behalf of
(Company name)

Name of Applicant/Signature
Position