

APPLICATION FOR A CUSTOMS REGISTRATION NUMBER

To: Comptroller of Customs

Date: ____/____/____

Re: Application for A Customs Registration Number

I wish to apply for a **Customs Registration Number** for use in the completion of the **Caricom Single Administrative Document (CARISAD)** at import or export. My details are as follows:

Name: _____

Address: _____

Tel No: ____/____/____ Fax No: ____/____/____

Inland Rev. Account No. (Corporation Tax No.) (Business _____)

NIS# (Individual) _____

Activity: Please **Tick:** Importer ____ Exporter ____ Both ____

Occasional Importer/Exporter: Yes ____ No ____

Applicant

TO REGISTER SUPPLY THE FOLLOWING WITH THE COMPLETED FORM:

1. To register **A CORPORATION or BUSINESS**:- **Corporation Tax Number** from Inland Revenue is required. **Note**, if not subject to corporation tax, supply reasons for exemption.
2. To register as **An Individual**:- supply your **National Insurance Number (NIS)** and not your national registration number.

WHEN APPLICATION IS PROCESSED COLLECT OFFICIAL NOTICE FROM THE IT HELP DESK CUSTOMS HOUSE.

_____ **FOR OFFICIAL USE ONLY** _____

To: _____ Date: ____/____/____

The Customs Department has assigned you the following registration number:

You will need this number for the completion of **The Caricom Single Administrative Document (CARISAD)**. Declarations will not be accepted without due completion of the appropriate box.

Your co-operation will be appreciated.

Comptroller of Customs