



GOVERNMENT OF SAINT LUCIA
MINISTRY OF FINANCE
CUSTOMS & EXCISE DEPARTMENT

NOTICE

NO. 7 OF 2014

To All Manufacturers/Exporters

Please take note of the following:

Certificates of Origin (with corresponding invoices and Export Declarations (Shipping Bills))

1. Should be submitted to Customs within one working day prior to exportation of goods;
2. Expedited shipments can be facilitated upon request;
3. Lodgement in the main office at Customs House, Castries or Chitolie Building in Vieux Fort;
4. Please ensure documents are complete and in order.

Notice to Pack

1. Must be submitted to Customs at least on working day prior to packing of goods;
2. Customs will determine if examination of the goods being packed is necessary;
3. Where no examination is required the documents will be approved immediately;
4. Where examination is necessary an officer will attend as soon as possible;
5. Small consignments will be examined at the place of export; exporters are asked to produce these items within reasonable time to allow for the examination;
6. After packing exporter to prepare export declarations (shipping bill) and submit reference number to Customs at point of shipment;
7. No other documents are required; the form "notice of intent to export" has been rescinded.

Re-exportation of Goods with a claim for VAT refund

Where an exporter intends to claim a refund of VAT paid on goods that will be re-exported the import declaration along with the export declaration must be submitted to the Customs officer at the place of exportation for examination prior to the goods being exported. The officer shall complete the inspection act to reflect the particulars of the goods exported and the VAT office will be advised accordingly.

Please be guided accordingly.

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C. ANDY FERNELON
Comptroller of Customs

18th March 2014