

## **(CUSTOM HOUSE AGENT)**

### **DOCUMENTS REQUIRED FOR IMPORT CLEARANCE:**

1. Authorization from Importer in our favour to clear cargo on their behalf.
2. Self attested copy of Import Export code number allotted by DGFT.
3. Copies of Invoice, Packing List, Bill of Lading, Certificate of Origin, Purchase order / indent / order confirmation, Letter of Credit (if any). With these, filing and processing of documents with Customs is possible. However, for delivery, original duly discharged and bank attested Bill of Lading and Invoice are required.
4. Test / analysis certificate / material safety data sheet (MSDS) for Chemicals and allied products. Literature for Polymers. Mill Test certificate for steel in primary form. Catalogue / write up for plant and machinery and spares.
5. For clearance of second hand plant and machinery - Chartered Engineer's certificate from country of shipment certifying:
  - ♣ Year of manufacture
  - ♣ Condition of the machinery
  - ♣ Price of new machinery in the year of manufacture (CIF if possible).
  - ♣ State of technology of the machinery vis-à-vis contemporary technology for such machinery available internationally.
  - ♣ Whether reconditioned or not. If yes, cost of reconditioning and when was the same carried out.
  - ♣ Details of spare parts, if any.
  - ♣ Expected residual life of the machinery.
  - ♣ Chartered Engineer's opinion about current price offered for the machinery.
6. \* Import Declaration duly stamped and signed – 1 copy
7. \* GATT declaration duly stamped and signed – 1 copy
8. \* N Form in triplicate duly stamped and signed if import is by Mumbai port or Airport.
9. \* N Form undertaking on importer's letter head duly stamped and signed if import is by Mumbai port or Airport.

\* Available on our website [www.revastarglobal.com/download.html](http://www.revastarglobal.com/download.html) for download