

ATA CARNET

Date:

Name of Applicant: Position in Company:

Name of Company:

Tel: Fax: E-mail:

USERS' CHECK LIST "B"

(1 copy for the applicant and 1 copy for MICCI)

	<u>Understood</u>	<u>Action Taken</u>
1. Note ATA Carnet No: for use in all communications.	<input type="checkbox"/>	<input type="checkbox"/>
2. Read notes on the inside back cover (green) of the Carnet.	<input type="checkbox"/>	<input type="checkbox"/>
3. "General List" of goods may not be amended.	<input type="checkbox"/>	<input type="checkbox"/>
4. The Carnet is a temporary importation document; but the Customs Regulations of Importation must be complied with.	<input type="checkbox"/>	<input type="checkbox"/>
5. If items are numerous or complicated, inspection by the Malaysian Customs on items covered by this Carnet may be arranged prior to the date of departure.	<input type="checkbox"/>	<input type="checkbox"/>
6. When you leave Malaysia		
o The column "Certificate By Customs Authorities" on the front cover (green) must be completed, signed and stamped by the Malaysian Customs.	<input type="checkbox"/>	<input type="checkbox"/>
o The exportation voucher and counterfoil (yellow) must be completed, signed, and stamped by the Holder/Representative and the Malaysian Customs.	<input type="checkbox"/>	<input type="checkbox"/>
7. When entering and leaving each foreign country,		
o The importation and re-exportation vouchers and counterfoils (white) must be completed, signed, and stamped by the Holder/Representative and that country's Customs.	<input type="checkbox"/>	<input type="checkbox"/>
8. When goods are in transit only.		
o Transit vouchers and counterfoils (blue) must be completed, signed, and stamped by the Holder/Representative and that country's Customs upon entry and exit.	<input type="checkbox"/>	<input type="checkbox"/>
9. Upon return to Malaysia		
o The re-importation voucher and counterfoil (yellow) must be completed, signed, and stamped by the Holder/Rep and the Malaysian Customs.	<input type="checkbox"/>	<input type="checkbox"/>
10. Before the expiry date of the Carnet		
o Return the Carnet to the MICCI, including All counterfoils and any unused vouchers must be returned intact within the front and back covers (green) of the Carnet (all used vouchers will have been retained by the relevant Customs).	<input type="checkbox"/>	<input type="checkbox"/>
11. Warnings		
o Failure to obtain the proper certifications of entry and exit from each country will result in your having to pay Customs duty tax, additional fees, costs, penalties, and the forfeiture of deposits paid.	<input type="checkbox"/>	<input type="checkbox"/>
o Irregularities may cause delays which may delay the discharge or lead to deposit forfeiture of this Carnet.	<input type="checkbox"/>	<input type="checkbox"/>
o Customs facilities are often not always available 24 hours a day for processing Carnets; therefore, check this matter on entering each country.	<input type="checkbox"/>	<input type="checkbox"/>

Signed as understood: (Applicant)

Date:

(Please also stamp company's stamp)

PLEASE NOTE IT TAKES A MINIMUM OF 3 DAYS TO PROCESS YOUR CARNET

ATA CARNET NO:

ATA CARNET

APPLICATION FORM & UNDERTAKING

(This form must be typewritten)

To: The Malaysian International Chamber of Commerce & Industry

I, for and on behalf of.....

.....
(Name and address of company)

Telephone No:

Fax No:

apply for a carnet in the name(s) of
(give name(s) of accredited person(s) who will use the Carnet)

for use in the following countries (please indicate the number of VISITS being made to each country and those countries being crossed in TRANSIT)

Number of EXITS from Malaysia (Yellow Form)

Visits

(White Form)

Country	No. of Visits	Country	No. of Visits

Transits

(Blue Form)

Country	No. of Visits	Country	No. of Visits

PLEASE NOTE:

YOU MAY NEED BLUE TRANSIT FORMS FOR FRANCE, ITALY & GREECE, SO PLEASE ENSURE THAT YOU HAVE AT LEAST 2 PAIRS FOR EACH VISIT.

The carnet is required for:

- a) Commercial Samples
- b) *International Trade Fair/Exhibition (please give name and place)

.....
*(*delete as appropriate. Ensure that you have sufficient pairs of blue/transit vouchers as per fair/exhibition e.g. Switzerland and France require 3 pairs of Blue Form as well as 1 pair of White Form)*

- c) Professional Equipment

EXTRA VOUCHERS WILL NOT BE ISSUED.

IMPORTANT: The reverse side of this form MUST also be completed.

Undertaking

I, the undersigned, of
attach the list of goods to be entered in the Carnet and undertake to repatriate the goods in question and that the goods will be re-exported from any country into which they have been temporarily imported **WITHIN SUCH PERIOD AS STIPULATED BY ANY CUSTOMS****

If the goods are not re-exported within such period, for whatever reason(s), within such period, I/we accept responsibility for any negotiations or proceedings with any Customs direct or indirect, and to pay all duties, taxes and charges which may result from non-re-export or failure to observe Customs regulations and requirements both in Malaysia and abroad.

I enclose: (1) Cheque / Bank Transfer for RM..... in payment of the issuing fee.

and

(2) *A Bank Draft / Bank Transfer / Bank Guarantee [valid for 31 months, refer to specimen] for

RM..... as deposit of security.

I agree and accept as follows:

- i. The Draft/Cash on deposit or Guarantee will be used to reimburse the Chamber for any duty, taxes or charges as mentioned above should these be incurred and for any fees charged by the Chamber for the issue or regularisation of the Carnet.
- ii. To pay the Chamber immediately upon receipt of its demand in writing all or any such sum or sums of money which it may have paid or be called upon to pay in respect of any professional or other fees, costs, liabilities, and expenses of any nature whatsoever incurred by the Chamber as a result of, or in connection with, the issue or regularisation of the Carnet.
- iii. The Chamber may, at its discretion, effect a Conditional Discharge subject to the Chamber not receiving any further claims etc, within the 31-month period.
- iv. The Conditional Discharge and release of the Guarantee/deposit will be based on:
 - a. The proper verification and endorsement by the relevant Customs authorities on all the ATA Carnet forms including the Counterfoils and Front Green Cover;
 - b. Proof of total re-exportation of the goods within the period and conditions as stipulated by the relevant Customs authorities based on (a) above;
 - c. Proof of total re-importation of the goods within the period and conditions as stipulated by the Malaysian Customs authorities based on (a) above;
 - d. No breach of the terms and conditions of Carnet usage;
 - e. No outstanding Customs queries/claims on the Carnet;
 - f. Reconciliation of the Carnet forms/regularisation/discharge of the Carnet by the relevant Customs authorities.
- v. To return the Carnet to the Chamber immediately after use
- vi. To observe the Customs regulations of the countries/economies operating the Carnet System.
- vii. The Chamber may, at its discretion, forfeit the deposit should there be failure to surrender the Carnet after use or submit appropriate evidentiary documentation within 6 months of request by MICCI after Carnet expiration.

I have read, understood, and accept the conditions of the guarantee and conditional discharge, and declare that the above particulars and those in the list of goods attached are true and correct and I/we undertake to return the Carnet to the Chamber after use.

Expected date of return of the goods to Malaysia:

..... (date)

Date: (official stamp and Signed)

*For and on behalf of Director / or Secretary / or Proprietor / Partner / or duly authorized person.

The Chamber reserves the right to refuse to issue a Carnet to any applicant at any time without indicating any reason.

Undertaking

NOTE:

Cheques should be made payable to 'MALAYSIAN INTERNATIONAL CHAMBER OF COMMERCE AND INDUSTRY' or 'MICCI'.

*The deposit should be for a sum equivalent to 50% of the value of the goods covered by the Carnet. Bank Guarantees are only accepted for amounts exceeding RM20,000 and must be valid for 31 months.

If the amount of duty payable is not readily assessable, the Chamber reserves the right to fix the amount of the deposit in the light of individual cases.

Any deposit will be returned when the Carnet is surrendered to the Chamber and found to be correctly discharged.

For imported goods, the Chamber may require sight of the goods themselves and either a customs import declaration – or evidence of origin.

**For “commercial sample” carnets the period allowed may be for 3 months; for “exhibition” and “professional equipment” carnets the period allowed may be for a few weeks; for imports covered by a blue transit voucher, the period of transit may be limited to 1 day.

WARNING: YOU ARE NO LONGER ALLOWED TO AMEND ANY DETAILS OR ADD ADDITIONAL ENTRIES ONCE THIS APPLICATION IS SUBMITTED. PLEASE ENSURE ALL DETAILS ARE CORRECT BEFORE SUBMISSION.

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