



MAURITIUS REVENUE AUTHORITY
CUSTOMS DEPARTMENT

APPLICATION FOR CUSTOMS ACCESS PASS TO TRANSACT BUSINESS AT CUSTOMS FOR:

(tick ✓ as appropriate)

- 1. Persons employed by Customs Broker (CB)
- 2. Persons employed by Freight Forwarding Agents
- 3. Persons employed by companies under MEXA
- 4. Individual Importer/Exporter/Freeport Operator/Excise Manufacturer and/or its employees
- 5. Persons employed by Shipping Agents (For Manifest only)

Part 1 - (To be filled in by Employer)

Name of Employer: _____

Tan No: _____ Licence No: _____ NPS Ref No.: _____

Do you employ Customs Broker (CB)? Yes No (please tick ✓ as appropriate) If, yes

Name of CB: _____ Customs ID: _____

Do you have a front end system? Yes No (please tick ✓ as appropriate) If, yes

How many? _____ Your tradenet user ID: _____

Business Address: _____

Telephone: _____ Fax: _____ Email: _____

Persons in Part 2 is employed by us since _____ under the Industrial Relation Act GN 172 of 2004 and is registered under our file at the NPF.

We hold ourselves responsible for his behaviour and action at Customs and to take disciplinary measures against him if need be. He is under sole employment with us and should transact at Customs only on our behalf.

Name of Employer: _____ Signature: _____

Seal: _____ Date _____

Part 2 - (To be filled in by Employee)

Surname: _____ Other names: _____

Date of birth: _____ Age: _____ NID No.: _____

Academic qualifications: _____

Residential Address: _____

Previously transacting at Customs: Yes No (please tick ✓ as appropriate) If, yes

Date of 1st Reg.: _____ CAP No: _____ Name of Previous employer: _____

Certificate of Morality dated: _____

I undertake to comply with all legislations and to operate at Customs solely for all declarations made by the above, who is my actual employer.

Signature: _____ Seal: _____

PART 3 - UNDERTAKING

UNDERTAKING BY BROKERS, FREIGHT FORWARDING AGENTS, SHIPPING AGENTS, FREEPORT OPERATORS, IMPORTERS AND EXCISE MANUFACTURERS

In consideration of the Director-General accepting to provide me and my employees with the ACCESS PASSES allowing me and my employees access to Customs Offices and Freight Stations,

I

hereby undertake that:

- 1.The Access Pass shall be worn conspicuously by my employees and myself and be shown on demand. It shall remain the property of the Customs Department and must be returned to Customs on demand, upon cessation of employment or on expiry of the validity of the card;
- 2.I shall, in the event of loss of the Access Pass, report the case to the nearest Police Station. New pass will only be issued on the basis of a memo from Police;
- 3.I shall collect the passes of the employees appointed by me and accept that:
 - a.I shall remit the passes back to Customs in case the holder ceases to be employed by me;
 - b.I shall immediately inform Customs of cessation of employment and the reasons thereof, if not voluntary cessation;
- 4.I agree to pay Rs 150 to Customs for the initial pass and undertake to pay Rs 200 upon renewal or, in case of loss of the initial one;
- 5.I agree that the Director General has the right to withdraw the pass if the holders are found to contravene the provisions of the Customs Act and other relevant legislations;
- 6.In case of trainees, I shall write a letter to Customs giving details of the trainee and the length of time during which the trainee will access Customs;
- 7.I hold myself responsible for the acts in Customs of persons employed by me/my company;
- 8.I shall return the previous pass/passes used prior to August 2005.

We understand that the penalties for any offence committed under Part XIV, Sections 117 – 124 of the Customs Act 1988 relating to Agents and Brokers are as provided under the same Sections.

Signature: _____

Date: _____

FOR OFFICIAL USE

REGISTRATION & LICENSING

ID UNIT

Approved by: _____

Cash Book No.: _____

New CAP No.: _____

Expiry Date: _____

Issuing Officer: _____

Signature: _____

Signature: _____

Date: _____

Date: _____