# 01. Type of business

#### 1. Procedures : Customs Procedures for export of commercial goods :

- The order of :

For Individuals and Organizations :

When the Customs Procedures and Customs hiển declaration submitted to the Customs Authorities of Customs records.

- For state administrative Agencies :

#### Step 1:

Customs offices Shall receive dossiers ; inspection and registration of Customs Declarations ; inspection and clearance profile for free shipment inspection of goods .

+ To receive documents from the Customs declaration Customs in accordance with Article 11 of Circular No . 79/2009AT-BTC .

+ Enter the tax code , test conditions END\_SPAN registration statement ( coercion , violation of policy items )

+ Enter declaration information on Customs Declarations or open network , the system will automatically grant Declarations and some ramification profile

+ Sign the declaration ( declaration recorded by some system to return )

+ Print Order form , check the level of Customs

+ Check Customs documents

+ Browse or decide to change the form of actual goods inspection pursuant to paragraph 2 of Article 29 of the Customs Law Customs inspection records and browse results

+ Enter on command information system and processing test results after department Leaders browsing , direct

+ Confirm Customs Procedures and to move on to Step 3 records are exempt from inspection of actual goods or transfer the file to check the actual goods to Step 2.

### Step 2

Reality Check and clearance of goods for shipment to fact check :

+ Proposal to declare additional processing required khi Customs declaration prior to the actual inspection of goods

+ Check the actual goods

• Record the test results and actual goods inspection Conclusions

+ Handling of test results

+ Confirm Customs Procedures

### Step 3

Income tax , Customs fees , stamp Customs Procedures completed , return the declaration to the Customs declaration .

### Step 4

Recompilation profile :

- How to Perform :

Directly at the administrative offices of

- Composition , number of records :
- The composition profile , Including :

+ Customs Declarations : submit 02 original ;

+ Contract for sale of goods or Valuable papers of equivalent legal contract : submit 01 copies ( except for goods rõ in Clause 5, Clause 7, Clause 8 of Article 6 of this Circular ) ; Consignment exports contract ( if the export Consignment ) : submit 01 copies of a contract for sale and purchase of goods is the Vietnamese or English , if khác language , the Customs declaration must be submitted together with a translation into English and responsible before the law for content translation .

+ Depending on the specific cases below , submit the Customs declaration , to Produce The following documents :

+ A detailed list of goods in case of Different categories of goods or heterogeneous packing : 01 original submission ;

+ Export licenses for goods requiring export licenses under the Provisions of the law : 01 original submission once if export or copy the exported many times and must Produce the original for comparison, up vote for monitoring and reconciling;

+ Other Documents Relevant Provisions of the law : 01 original submission ;

+ Where goods are subject to export duty - free, in addition to the above documents must also include :

+ Duty free goods catalog Accompanying Reconciliation monitoring shares were registered in the Customs office, for the case of registration of the list as directed in paragraph 1 of Article 101 of this Circular : to submit 01 copies and the original for comparison Produce and Reconciliation - ;

+ Winning notice or paper attached to appoint Contractors to Contracts nhập goods mà stipulated the winning bid price or offer price does not include tax goods exported ( for the case of Organizations and Individuals win export contractor ); Consignment exports contract, Including Regulations provided under Consignment contract price does not include export tax ( in case of export Consignment ): submit 01 copies, with the original for comparison;

+ Other papers evidencing goods subject to export duty - free ;

+ List of documents of record for tax Exemption request .

- Number of records : 01 (feet )

- Time limit for settlement : 8 hours after Receiving dossiers

- Subjects of Administrative Procedures :

Organizations and Individuals

- The Implementation of the Administrative Procedures :

+ The Competent Authorities decide : Customs Branch

+ Authorized Agency or Competent person or decentralized Implementation ( if any ) : Customs Branch

+ Administrative Procedures Implementing Agencies directly : Customs Branch

- Results of the Implementation of the Administrative Procedures :

**Confirmation Clearance** 

- Fees ( if any ) : 20,000

- The name of the form , declaration form ( if applicable and attach the proposal IMMEDIATELY after the procedure ) :

- + Export HQ/2002-XK goods declaration ;
- The requirements and conditions for the exercise of administrative Procedures ( if any ) : None
- The legal basis of administrative Procedures :
- + Amend the Customs Act, 2005.

+ Decree 154/2005/ND-CP dated 15/12/2005 of the Government detailing a number of articles of the Customs Law regarding Customs Procedures , Inspection and Supervision .

+ 79/2009AT-BTC Circular dated 20/4/2009 of the Ministry of Finance Guiding Customs Procedures , Inspection and Supervision , export duty , import duty and tax management for Exports and Imports .

+ 1171/QD-TCHQ Decision dated 16/5/2009 of the General Administration of Customs on the Issuance of Customs Procedures for Imports and exports trade .

+ 1257/QD-TCHQ Decision dated 04.12.2001 v / v enacted Customs declaration form for export goods , import , tax notices and Decisions tax adjustments .

## **Other services**



10. Transfer gate

Transfer gate

Read more 10. Chuyển cửa khẩu



## 09. Textiles and clothing

Textiles and ...

Read more 09. Hàng dệt may



## 08. Type of temporary import for re-export or temporarily exported at home

Type of ...

Read more 08. Loại hình tạm nhập -tái xuất hoặc tạm xuất-tái nhập



## 07. Loai form of export processing enterprises

Loai form ...



## 06. Type of non-tradable

First, we ...

Read more 06. Loại hình xuất phi mậu dịch



# 05. Type of transitionally

Procedures for ...

Read more 05. Loại hình xuất gia công chuyển tiếp