(Official Emblem)	E-Customs Application Form for Operating Service Counter for Paperless Customs Formalities	Document Control No.	Document Receipt No. ..... Place of Receipt ..... Date of Receipt ..... Receive by .....(Official)

Submitted to Director-General of Customs through [ ] Customs Office..... Where the Service Counter Provider is located within jurisdiction
[ ] Customs House..... is located within jurisdiction

(1) I, (name of business operator in Thai.....)
(name of business operator in English.....)

Type of Business [ ] limited company [ ] public limited company [ ] Limited partnership [ ] Registered Partnership [ ] others

Taxpayer ID No. _ _ _ _ _ _ _ _ _ _ _ _ _ [ ] Headquarters _ _ _
(Juristic person or person registered under VAT system) [ ] Branch registered with the Revenue Department (e.g. 1st, 2nd, 3rd...)

Located at No. .....Building: ..... Soi:..... Moo:.....
Road:.....Sub-district/Tambon:.....District/Amphore:.....
Province:.....Postal Code:.....Telephone No.:.....
Fax No.:..... E-mail:.....
Registered Capital:..... Baht Date of Registered _ _ / _ _ / _ _ _ _
Partnership Certificate No. :.....
Issued on _ _ / _ _ / _ _ _ _
Member of Association.....
(related to customs clearance that is certified by the Customs Department)
would like to apply for being the service counter regarding e-customs clearance(paperless) procedures.

(1) I, as the Service Counter provider, who provides services on Customs clearance through electronic system, in paperless form, will operate the business in compliance with the Custom law and other relevant laws and the notification prescribed by the Customs Department in relation to e-Customs formalities in paperless form, as well as the provisions specified in the license for operating the service counter completely and strictly.

(2) All documents, evidences, information in electronic form that, the importer, the exporter or the authorized person submit to Service Counter for sending-receiving of information in the computer system of the Customs Department will be kept confidential.

(3) Any electronic information for E-Customs formalities in paperless form which is sent by me to the Customs Department in lieu of the paper form and is acknowledged the receipt by the Customs Department shall be deemed an act of submission of the document under the Customs Act B.E. 2469 or the Tax and Duty Compensation of Exported Goods Produced in the Kingdom Act B.E. 2524. In the event that the information sent is fraudulent or incomplete or misleading or infringes any statues, I agree to allow such information to be used in a legal action under the Customs law or any other relevant laws.

สำเนาสำหรับราชการ Not for official use.

(4) I agree to duly and strictly comply with the regulations, notifications, rules, orders, and provisions of the Customs Department in relation to E-Customs formalities in paperless form. If I take any action in violation of such regulations, notifications, rules, and orders, I agree to have my application for the E-Customs formalities refused by the Customs Department and to be taken legal action as specified by the law.

I, hereby, verify that the above-mentioned statement in the schedule is entirely true and complete.

Signed..... Owner/Manager
(.....)
Submitted on.....

Company seal affixed (if any)

For Official Use

Official's comment

..... [ ] Approved since ..... onwards
..... [ ] Not approved
.....

Signed..... Official
(.....)
Date.....

Signed..... Authorized person
(.....)
Date.....

ตัวอย่าง ไม่ใช่เอกสารราชการ
Not for official use.

(Official Emblem)

E-Customs Application Form
for Service Counter Provider
of Paperless Customs
Formality Service

Power of Attorney

I, (name of service counter in Thai.....)

Taxpayer ID No. _ _ _ _ _ _ _ _ _ _ _ _ _ [ ] Headquarters _ _ _
(Juristic person or person registered under VAT system) [ ] No. of branch registered with the Revenue Department _ _ _

the service counter provider who provides services of completing information, receiving and sending electronic information in computerized system of Customs Department to persons processing Customs formalities, hereby authorize:

[ ] Mr. [ ] Mrs. [ ] Miss

(In Thai) First name:.....Surname:.....

(In English) First name:.....Surname:.....

[ ] Thai National ID card [ ] Passport [ ] Alien Registration Card Number _ _ _ _ _ _ _ _ _ _ _ _ _

Having residence located at .....Building: .....Lane/Soi:.....

Moo:.....Road:.....Sub-district/Tambon:.....

.....District/Amphore:.....

Province:.....Postal Code:.....

Telephone No.:.....Facsimile No.:..... E-mail:.....

To be an authorized person to act as service counter provider on my behalf. I hereby agree to take responsibility for any act that is performed by the authorized person in all cases.

Signed.....Authorized Person
(.....)

Signed.....Owner/Manager
(.....)
Submitted on .....(affixed with seal (if any))

Remarks: 1. In the event that there is any alteration or addition of authorized person, a notification of the authorized person's name shall be made for the registration with the Customs Department every time.
2. The Authorization Letter shall be enclosed with 30 Baht stamp duty per person (under Chapter 6 Stamp Duty of the Revenue Code)

สำเนาสำหรับราชการ
Not for official use.

(Official Emblem)

E-Customs Application Form
for Service Counter Provider
of Paperless Customs
Formality Service

Name List of Staff/Employees

I, (name of service counter provider in Thai.....)

Taxpayer ID No. _ _ _ _ _ _ _ _ _ _ _ _ _ [ ] Headquarters _ _ _
(Juristic person or person registered under VAT system) [ ] No. of branch registered with the Revenue Department _ _ _

the service counter provider who provides services of completing information, receiving and sending electronic information in computerized system of Customs Department to persons processing Customs formalities, hereby authorize:

Name of Staff/Employees performing counter service	National ID Number

I, service counter provider, granted permission from the Customs Department to provide services of receiving and sending electronic information, authorize the staff/employees listed above to submit information to Customs computer system and/or liaise with the Customs Department on my behalf and I hereby agree to take responsibility for all acts that are performed by my staff/employers in all respects.

Signed.....Owner/Manager
(.....)
Submitted on .....(affixed with seal (if any))

Remark: In the event that there is any alteration or addition of authorized person, a notification of the authorized person's name shall be made for the registration with the Customs Department every time.

สำเนาเอกสารที่ไม่ใช้ในราชการ
Not for official use.

(Official Emblem) E-Customs Application Form for Service Counter Provider

Providing Service of Sending and Receiving Electronic Information/Affixing E-Signature

(1) I, (name of business operator in Thai.....)

Taxpayer ID No. _ _ _ _ _ _ _ _ _ _ _ _ [ ] Headquarters _ _ _

(Juristic person or person registered under VAT system) [ ] No. of branch registered with the Revenue Department _ _ _

Email Address:.....

would like to provide service of completing, receiving and sending electronic information to computer system of Customs Department to persons processing Customs formalities by using the authorized user's ID of the production system of the service counter provider with details as follows

(1.1) Type of document to be used as information exchange in electronic form with the Customs Department.

[ ] Export Declaration [ ] Import Declaration [ ] Invoices

[ ] Cargo control Document [ ] Air's Manifest [ ] Ship's Manifest

[ ] Container list [ ] Vessel/Aircraft report

[ ] Others, please speficy.....

(1.2) Used software of the company.....

(1.3) Used service providers for receiving and sending electronic information (VANS) of.....

With Gateway of [ ] CAT [ ] Trade Siam [ ] Net Bey (please ask the service provider)

(1.4) Is a member of Certificate Authority (CA) to affix digital signature of

[ ] TOT [ ] CAT [ ] Others.....

With CA membership No. (serial number).....

(2) I would like to provide service of receiving and sending electronic information with computer system of Customs Department to Customs clearance or customs procedure applicants by affixing digital signature by myself on my own behalf, with membership of Certificate Authority (CA) of

[ ] TOT [ ] CAT [ ] Others.....

With CA membership No. (serial number).....

Signed.....Owner/Manager

(.....)

Submitted on .....(affixed with seal (if any))

Remark: In the event that there is any alteration or addition of authorized person, a notification of the authorized person's name shall be made for the registration with the Customs Department every time.

สำเนาเอกสารไม่มีผลทางกฎหมาย Not for official use.

Evidence required to be submitted for registration:

- If applying for being a Service Counter Provider who provides e-Customs service in paperless form

(1) A copy of the certificate of partnership issued by Office of the Company Limited and Partnership Registration in Bangkok or other provincial areas within six months prior the date of application submission.

(2) A copy of taxpayer identification card or VAT Registration Certificate (Por.Por. 20) or a notice of the change in VAT registration which is issued by the Revenue Department (Por.Por. 06) with true copy certification.

(3) Details of (BANK STATEMENT), which is certified by the bank or savings account under the company, or shop's name together with a copy which is certified copy (if any).

(4) The Certificate of Membership of the foundation in relation to Customs clearance which is certified by the Customs Department, together with a copy 1 set with true copy certification.

(5) Documents showing the qualification for being a service counter provider, together with 1 set of copies, that specify:

- Specifications and quantities of computers and equipment for the service
- Numbers of employees providing service
- Security and safety measures for information system
- Layout of its business premises for the issuance of permit for service counter
- Layout of the service counter for the issuance of permit for service counter

- In case of authorizing a third person to act as service counter provider on the applicant's behalf

Submit page 1, page 2 and page 3 - the Power of Attorney (one for each authorized person), together with a copy of Thai National ID card or other cards that are issued by the government with true copy certification , 1 set.

- In case of authorizing staff/employees to complete, receive and send electronic information to the computer system of the Customs Department and/or to liaise with the Customs Department

Submit Application From page 1, page 2 and page 4 - Authorization Letter for Staff/Employees to Act on the Applicant's Behalf, together with a copy of Thai National ID card (one for each authorized person) with true copy certification, 1 set.

- In case of requesting to providing service of completing, receiving and sending electronic information and/or using your own digital signature.

Submit by yourself Application From page 1, page 2 and page 5 – Application for completing, receiving and sending electronic information and affixing E-Signature in paperless system to the Customs Department.

สำเนาเอกสารนี้ไม่มีไว้เพื่อราชการ Not for official use.