

Economic and Technological Development Bureau

Electronic Customs Declaration Service Platform

User – Application Form

Part I: Basic Particulars of Applicant User		
Company Name or Name of Sole Proprietor		
Chinese		Taxpayer No.
Portuguese		
English		Business Tax Registration (M1) No.
Address	Chinese	
	Portuguese	
E-mail Address	<i>The e-mail address will be used as the electronic customs declaration service platform login account</i>	
Contact Person	Name	
	Phone	

Personal Information Collection Statement

- ✧ The personal information provided in this application form may be used for executing the obligations of the Economic and Technological Development Bureau (DSED) to perform its functions related to electronic customs declaration.
- ✧ For the fulfilment of statutory obligations, personal information may be transferred to relevant competent entities.
- ✧ Applicants are, in accordance with law, entitled to request accessing, correcting or updating their personal information stored with the DSED.
- ✧ Personal information of applicants will be treated with confidentiality and kept securely until such information is destroyed or sealed as required after use or upon expiry of the retention period.

Part II: Service(s) Applied for ^{Note 1} (more than one choice allowed)**Import Licences Category:**

- Municipal Affairs Bureau (IAM)
- Economic and Technological Development Bureau (DSEDT)
- Instituto para a Supervisao e Administracao Farmaceutica (ISAF)
- Transport Bureau (DSAT) (with export declaration)
- Macao Post and Telecommunications Bureau (CTT) (with export declaration)

Export and Transshipment Licences Category:

- Export Licence (DSEDT)
- Transshipment Licence (DSEDT)

Other Services:

- Certificates of Origin Request Form (*Formulario*)
- E-manifest

Declarations Category:

- Import/Export Declaration
- Import Declaration for Goods Subject to Quarantine
- Food and Cat/Dog Feeds
- Landscape Plants
- Certificate of Origin and Export Declaration B
- Hazardous Chemical Import Declaration
- Declaration for Relocation of Production Process Abroad
- Transshipment Declaration
- Service for Import of Fresh Food by Land

Note 1: Controlled external trade operations registration is required for application for service(s) in the licences categories, electronic Certificate of Origin category, or for import declaration for goods subject to quarantine.

Part III: Particulars of Person(s) Empowered to Sign Licences and Others (if applicable)

Fill in this column for application for service(s) in the licences categories and others

Already have a Controlled External Trade Operations Registration No. _____

Apply also for controlled external trade operations registration with the information in this application form

Name of Sole Proprietor/Statutory Representative of Company ^{Note 2} or Authorized Person ^{Note 3}		ID Document Type/Place of Issue	ID Document No.
1.	Chinese: Surname <input type="text"/> First Name <input type="text"/>	<input type="checkbox"/> Sole Proprietor/Administrator <input type="checkbox"/> Authorized Person	<input type="checkbox"/> Macao Resident ID Card <input type="checkbox"/> Other ID Document (Place of Issue: _____)
	Portuguese/Foreign Language: <input type="text"/>		
2.	Chinese: Surname <input type="text"/> First Name <input type="text"/>	<input type="checkbox"/> Sole Proprietor/Administrator <input type="checkbox"/> Authorized Person	<input type="checkbox"/> Macao Resident ID Card <input type="checkbox"/> Other ID Document (Place of Issue: _____)
	Portuguese/Foreign Language: <input type="text"/>		
3.	Chinese: Surname <input type="text"/> First Name <input type="text"/>	<input type="checkbox"/> Sole Proprietor/Administrator <input type="checkbox"/> Authorized Person	<input type="checkbox"/> Macao Resident ID Card <input type="checkbox"/> Other ID Document (Place of Issue: _____)
	Portuguese/Foreign Language: <input type="text"/>		

Note 2: Company applicants are required to provide the identity details of the administrator(s).

Note 3: If a third party is authorized to perform electronic customs declaration, a copy of a valid power of attorney or equivalent document shall be uploaded, and the original shall be supplemented afterwards.

Part IV: Particulars of Person(s) Empowered to Sign Declarations

Fill in this column for application for service(s) in the declarations category

Same with Part III: Particulars of Person(s) Empowered to Sign Licences and Others

Name of Sole Proprietor/Statutory Representative of Company ^{Note 2} or Authorized Person ^{Note 3}		ID Document Type/Place of Issue	ID Document No.
1.	Chinese: Surname <input type="text"/> First Name <input type="text"/>	<input type="checkbox"/> Sole Proprietor/Administrator <input type="checkbox"/> Authorized Person	<input type="checkbox"/> Macao Resident ID Card <input type="checkbox"/> Other ID Document (Place of Issue: _____)
	Portuguese/Foreign Language: <input type="text"/> SURNAME FIRST NAME		
2.	Chinese: Surname <input type="text"/> First Name <input type="text"/>	<input type="checkbox"/> Sole Proprietor/Administrator <input type="checkbox"/> Authorized Person	<input type="checkbox"/> Macao Resident ID Card <input type="checkbox"/> Other ID Document (Place of Issue: _____)
	Portuguese/Foreign Language: <input type="text"/> SURNAME FIRST NAME		
3.	Chinese: Surname <input type="text"/> First Name <input type="text"/>	<input type="checkbox"/> Sole Proprietor/Administrator <input type="checkbox"/> Authorized Person	<input type="checkbox"/> Macao Resident ID Card <input type="checkbox"/> Other ID Document (Place of Issue: _____)
	Portuguese/Foreign Language: <input type="text"/> SURNAME FIRST NAME		

Part V: Supporting Document(s)

Copy of power of attorney or equivalent document (the original of a valid power of attorney or equivalent document is required to be supplemented), in total ____ copy(ies)

Others, please specify:

1.

2.

Part VI: Signature and Declaration

I declare that:

All of the information provided in and submitted with this application form is true.

I will immediately update the Economic and Technological Development Bureau (DSEDT) of any changes to the information provided.

I agree to accept the Terms and Conditions of the electronic customs declaration service platform.

For the purpose of processing this application, I consent/ do not consent for the DSEDT to collect the required information from the Legal Affairs Bureau (DSAJ) and Financial Services Bureau (DSF).

I agree / do not agree to receive information sent by the DSEDT via e-mail or SMS.

Sole Proprietor / **Statutory Representative(s) of Company** / **Authorized Person(s)**

(The signature(s) must be identical with the one(s) on the ID document(s))

- | | | |
|----------------|------------------|-------------|
| 1. Name: _____ | Signature: _____ | Date: _____ |
| 2. Name: _____ | Signature: _____ | Date: _____ |
| 3. Name: _____ | Signature: _____ | Date: _____ |