



**SINGAPORE POLICE FORCE
REQUEST FORM FOR IMPORT/EXPORT/CLEARANCE OF
CONTROLLED ITEMS**

Ref:

Date:

OC Licensing
Arms & Explosives Division
Police Licensing & Regulatory Department
391 New Bridge Road
Block D, #02-701
Singapore 088762

Fax to 6223 4704

PART I – DETAILS OF ITEMS

(a) Purpose for Import / Export / Clearance:		
(b) Description of Items: (Please use the template under Appendix 1 if necessary)	Item Number:	Qty:

PART II- APPLICANT'S DETAILS

Name of Applicant:	
Company Name:	
Contact No:	
Fax No:	
Date of Request:	

Note: All trade consignment requests will be processed via Tradenet system.

PART III – FOR OFFICIAL USE ONLY

Supporting Documents Received:

List of Supporting Documents	Please indicate a tick if documents are received
Items For Testing	<input type="checkbox"/>
Invoice	<input type="checkbox"/>
Manifest or Packing List	<input type="checkbox"/>
Bill of Lading or Airway Bill	<input type="checkbox"/>
Other supporting documents	<input type="checkbox"/>

Remarks:

(*Companies who engage Forwarding Agents to do the declaration are liable to ensure the whole declaration process is in order.)

Decision: **Approved / Rejected**

Officer In Charge : _____

Date : _____

Validity : _____