

**KINGDOM OF CAMBODIA**  
**Nation Religion King**

**General Department of Customs and Excise**  
**No. 653 GDCE**

Phnom Penh, 02 August 2011

**ATTENTION**

**Directors of Departments, Branches and Offices of Customs and Excise Concerned**

**Objective:** Facilitation of Customs procedures for transporting goods out of Special Economic Zone to dry ports to consolidate into the container with other goods to be exported to foreign countries.

**References:** - Having Seen Reach Kram No.NS/RKM/0707/017 dated 20 July 2007 promulgating the Customs Law;

- Prakas no. 734 MEF.BK dated 11 September 2008 of the Ministry of Economy and Finance on Special Customs Procedures to be implemented in Special Economic Zone.

- The result of the 14 July 2011 discussion on the amendment of Customs procedures for transporting goods out of the Special Economic Zone to consolidate into the container with other goods at dry ports.

In respond to the above objective and references, to further facilitate trader who fulfill customs formalities to transport goods out of Special Economic Zone (SEZ) to consolidate into the container at dry port for export, the General Department of Customs and Excise decides to set temporary Customs procedures for such a case as below:

- Owner of the goods or legal representative shall submit the application form requesting to transport goods out of Special Economic Zone to dry port to competent Customs officials at SEZ for each case in order get the endorsement and permission to bring goods to dry port for completion of Customs export formalities by loading goods in the container (equipment or closed tools of internal volume of at least one cubic meter and can be bullet-sealed effectively) and without requiring goods to be accompanied by Customs officials. The application form requesting to transport goods out of SEZ shall be made for three copies of which one copy is kept at SEZ and other two copies are attached with the means of transport.
- When goods arrive at designated dry port, owner of the goods or legal representative shall report to competent Customs officials of Export Customs and Excise Office for verifying the regularity of seal and means of transport and confirming the arrival of the goods. In case of the absence of irregularity, the seal is cut and immediately permit the fulfillment of export Customs formalities or unloading the goods to warehouse under the responsibility of dry port operator for future Customs formalities and waiting for completion of Customs formalities in accordance with Customs procedures in force.
- When finishing export Customs formalities through Single Administrative Document (SAD), Customs officials can permit loading the goods into the container, inspect goods and put bullet-seal to ensure the conformity. Owner of the goods or legal representative is responsible for paying the fee on bullet-seal.
- For the Bok Seng dry port located near the Phnom Penh Special Economic Zone (PPSEZ), transporting goods into the dry port from PPSEZ to fulfill the above Customs

formalities, bullet seal of Customs to the zone may not be required. For PPSEZ, the implementation of the above Customs formalities for goods to be consolidated into the container with other goods at Bok Seng dry port can either follow existing procedures meaning that the examination of export customs formalities is done by PPSEZ Customs officials, or the completion of Customs formalities can be done by Customs officials of Export Customs and Excise Office upon the request of the owner of goods.

- When transporting goods from the Special Economic Zone, in case of the Acts of God or accidents arising, the record shall be made and recognized by competent Customs officials located nearby or other competent authorities if Customs units are not available nearby.
- The above procedures are effective for all SEZs concerning the same request.

Having receiving this letter, please kindly, directors, manage to fulfill their respective roles effectively from the date of signature.

Please take assurances of my consideration.

**Delegate of the Royal Government in Charge of  
the General Department of Customs and Excise**

**Dr. Pen Siman**

**Cc:**

- Deputy Prime Minister  
Minister of Economy and Finance's Cabinet
- Council for the Development of Cambodia "SEZ Committee"
- All SEZ administration  
"For info"
- Cambodian Chamber of Commerce
- GMAC
- CAMTA
- CAMFFA  
"For cooperation to disseminate and implement"
- Documents-Archives

**KINGDOM OF CAMBODIA  
NATION RELIGION KING**

Sample for businessmen
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Company:.....  
No. VAT TIN....

Date:...../...../.....

**To  
Head of Special Economic Zone Customs and Excise Office**

**SUBJECT:** To request the permission to transport goods from the Special Economic Zone to.....

**REFERENCE:** Letter No.....GDCE dated ..... Of the General Department of Customs and Excise.

In reference with the said subject and reference, I would like to inform the representative of the General Department of Customs and Excise that our company intends to request the permission for transporting goods to consolidate in the container with other goods at dry port..... to fulfill Customs formalities for exportation to foreign countries as follows:

- 1- Company.....VAT TIN:.....Amount..... Carton.....kg
- 2- Company.....VAT TIN:.....Amount..... Carton.....kg
- 3- Company.....VAT TIN:.....Amount..... Carton.....kg
- 4- Company.....VAT TIN:.....Amount..... Carton.....kg

The means of transport: License plate No.....Model.....Color..... Owner.....  
(As stated in the copy of vehicle identification card attached)

Means of loading: In the container ☐ 40 feet ☐ 20 feet ☐ Other containers

Container No:.....

Therefore, please director, examine and decide it accordingly.

Best regards,

**Company President** .....  
Signature and Seal

For the official at Destination Customs and Excise Office	For Customs official to Special Economic Zone

**Sample for customs officials to endorse on permit for transportation of goods out of SEZ to the dry port**

<p>For the official at Destination Customs and Excise Office</p> <ul style="list-style-type: none"> <li>- Have seen the arrival (date and time).....</li> <li>- Have seen the seal and means of transport With <input type="checkbox"/> or Without <input type="checkbox"/> Irregularity</li> <li>- Cut the seal No.....and approve .....</li> </ul> <p style="text-align: center;">Date and Signature of Official in charge</p>	<p>For Customs official to Special Economic Zone</p> <ul style="list-style-type: none"> <li>- Have examined the appearance of goods package and - fixed the seal No:..... .....</li> <li>- Approved the departure (date and time).....</li> <li>- Arrive by (date and time).....</li> </ul> <p style="text-align: center;">Date and Signature of Customs Official in charge</p>
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