

UPS Asia Pacific Customs Clearance Notice

(For APAC countries inbound and outbound shipments)

Certain commodities, shipment types or incomplete shipping documents/information may cause unexpected Customs delays which are beyond the control of UPS. The following list is not exhaustive:

- A) Incomplete or missing commercial invoices or any information / documents required to complete Customs clearance, quarantine inspection and to comply with other Governmental agencies' requirements. All invoices and/or documents must be complete and descriptive, and in the English language or in a local language as required.
- B) Incomplete mandatory invoice information on the following:
 - 1. Shipper/Consignee
 - 2. Accurate description of merchandise/ shipment
 - 3. Declared, itemized values of all merchandise/ shipment
 - 4. Country of origin of all merchandise
 - 5. Terms and conditions of sale
 - 6. Currency of transaction
 - 7. Name and signature of person(s) with knowledge of the facts
 - 8. Descriptions in English or its equivalent in local language
 - 9. Indication of special services required, if applicable
- C) Shipments subject to Customs entry type restrictions. Regardless of declared Customs value, the following Customs entry types require a valid Power of Attorney provided to UPS prior to importation:
 - 1. Temporary imports
 - 2. Live entries (quota-visa merchandise)
 - 3. Carnets entries
 - 4. Warehouse entries
 - 5. Bonded warehouse entries
 - 6. Special zone entries, including but not limited to the following zones:
 - i. Bonded Logistics Park (BLP)
 - ii. Bonded Logistics Center (BLC)
 - iii. Economics and Technology Development Zone (ETDZ)
 - iv. Export Customs Supervised Warehouse (ECSW)
 - v. Export Processing Zone (EPZ)
 - vi. Free Commercial Zone (FCZ)
 - vii. Foreign Trade Zone (FTZ)
 - viii. High Tech. Zone (HTZ)
 - 7. Anti-dumping or countervailing duty entries
 - 8. Return or repair shipment entries
 - 9. Re-export shipment entries
 - 10. Shipments consigned to individuals
 - 11. Textile shipments not containing a signed Textile Declaration

- D) Customers without advance arrangement for tax and duty payment
- E) Shipments subject to the clearance of other government agencies. The importation of certain classes of merchandise may be prohibited or restricted to protect the economy and security of the destination country, to safeguard consumer health and well-being, or to preserve domestic plant and animal life. It is impractical to list all articles specifically; however, various classes of articles are listed below:
- E1). Food, drugs and biological commodities including:
1. Foods, cosmetics, etc.
 2. Chemicals and other commodities subject to the Toxic Substance Control Act
 3. Biological drugs, materials and vectors
 4. Narcotic drugs and derivatives
 5. X-ray and/or laser products
 6. Medicine
 7. Pharmaceuticals goods
 8. Any other products or goods which will be consumed or utilized by humans
- E2). Fish and Wildlife commodities including:
1. Animal hides, furs or skins, garments or accessories made of such materials
 2. Animals which are on the threatened or endangered species list, living or not
 3. Animal trophies of threatened or endangered species
 4. Birds, insects, etc.
- E3). Agriculture commodities
1. Fruits, vegetables and nuts
 2. Cheese, milk and dairy products
 3. Livestock and animals
 4. Plant and plant products
 5. Meat and meat products
 6. Solid wood packing material
- E4). Alcohol, Tobacco and Firearms commodities
1. Alcohol, wine or spirits
 2. Arms, ammunition, explosives and implements of war
 3. Tobacco and tobacco products
- E5). Telecommunication apparatus
1. Radio frequency devices and accessories
 2. Radiation producing products
- E6). Any commodity subjected to importing / exporting countries' approval
- F) Merchandise subject to anti-dumping or countervailing duties
1. Anti-dumping Duty (ADA): Additional duties assessed against foreign merchandise which is being, or is likely to be sold to purchasers in the destination countries at less than its fair market value.
 2. Countervailing Duty (CVD): Additional duties assessed against foreign merchandise which has had payments, bestowal of bounties or grants applied by foreign countries for export to the destination countries.

- G) ADA and CVD are based on a wide range of commodities from specific countries of manufacture, and/or actual manufacturer's name. Some examples of merchandise subject to ADA/CVD include most types of bearings (i.e., ball, roller, etc.), and certain types of belts & belting for machinery, etc. Very specific information is required prior to clearance of these types of shipments and a Power of Attorney is required to be provided to UPS regardless of the shipment's value.
- H) Certain classes of merchandise and/or articles may require review and clearance authorization by senior Customs officials.
- I) It is impractical to list all of the articles and the specific countries of origin, which are subject to live entry processing. However, textiles and wearing apparel manufactured in developing countries generally make up the majority of live entries.

The following documentation may be required to facilitate Customs clearance and should be furnished by shipper or consignee:

1. Declaration of non-coniferous wood packing material
2. Manufacturer's certificate / Certificate of Origin
3. Customs handbook (for value-added trading)
4. Import and export license and / or permit
5. Customer's guarantee letter
6. Foreign Exchange Verification Certificate
7. Customs Declaration Form
8. Power of Attorney or Letter of Authorization
9. Master Contract / Purchase Order
10. Export commercial contract
11. Tax refund sheet
12. Duty exemption permit
13. Material Safety Data Sheet
14. IATA Dangerous Goods Regulations (DGR) shipper declaration
15. Any other documents required by Customs or other government agencies

For enquires, please contact your local UPS office.

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