

Serial no.

ROYAL GOVERNMENT OF BHUTAN
MINISTRY OF ECONOMIC AFFAIRS
DEPARTMENT OF TRADE

APPLICATION FOR IMPORT LICENSE

This application must be submitted in triplicate along with copy of the Supplier's Pro-Forma Invoice or other documentary evidence in lieu of the pro-forma invoice indicating the value of goods to be imported. For restricted good, the original copy of the permit issued by the relevant agency shall also be submitted. For imports of government departments/agencies under Rule 6, the form in Appendix-I of the Rules and Procedures for Imports from Third Countries must accompany this application. Please complete using BOLD letters.

1. Name and Address of Applicant.
Telephone No
Office:
Residence:
Fax No:

2. Import House Registration No.

3. Business Identifiers Code No.
Tax Payer No. (TPN)

4. Trade License No.

5. Details of goods to be imported: (Please use separate sheet if necessary)

Invoice No.	BTC No.	Commodity Description	Country of Origin	Unit Nos., Kg., Meters, Etc.	Quantity	Rate	Total Cost

If the goods are imported in a container, please specify the size of the container

20 Feet  40 Feet  Other 

No. of containers _____

6. Total C.I.F value of goods up to the point of entry into Bhutan

Total Cost:
Insurance:
Freight:
CIF Value:

7. Name and address of consigner:

8. Country from which goods consigned:

9. Mode of shipment (*Please tick*)

Sea Air Road

10. Point of entry in Bhutan: (Please *tick*) Phuentsholing Paro Other

If other, please specify the name of point of entry.....

11. Bank through which payment will be remitted:

12. Payment Type:

TT LC DD Others

If other, please specify nature of payment.....

13. If the import of the goods does not involve any payment, please indicate the nature of transaction:

Gift *Personal effect* *other*

a) If you have market Gift, please indicate the name and address of the person giving the gift:

b) If other, please describe
the nature of the transaction:

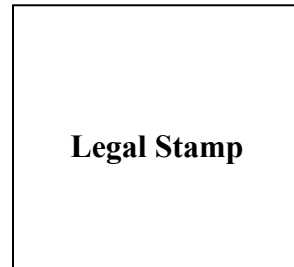
Declaration

14. I/we hereby confirm that the statements made on this form are true to the best of my knowledge and belief, and that the goods in respect of which I/we have applied for import license shall be imported into Bhutan in accordance with the prescribed Rules and Procedures, and that I/we shall faithfully abide by the conditions subject to which the License is granted. In case the Declaration is proved false; I/we shall be liable for any fine, penalties or be prosecuted.

Date.....

.....
(Signature)

.....
(Name & Designation)



Appendix I

BUDGET VERIFICATION FOR GOVERNMENT IMPORTS

(TO BE FILLED IN BY THE BENEFICIARY AGENCY AND ATTACHED TO IMPORT LICENCE APPLICATION AND TO BE SUBMITTED IN DUPLICATE.)

A) Name of the Government Agency:

AU- PROG-SUBPROG-ACT-SUBACT-FINCODE-OBC

B) Budget Codes

C) Budget Provision, Nu.

D) Budget utilized so far, Nu.

E) Budget balance, Nu.

(Head AFD)
Name
Designation

(Head, Finance Section)
Name
Designation

DBA/

dated:

Department of Budget & Accounts certify that there is a:

Budget availability of Nu. for the purpose.

Remarks if any:

Signature :
Name :
Designation :

NOTE:

1. **Appendix I should be filled in by the Accounts section of the AFD's.**
2. **The Appendix should be submitted for import for Government budgeted purchases only.**
3. **For imports both in kind and cash for which there is no budget provision, prior incorporation has to be processed through DADM.**
4. **For items purchased by way of re-appropriation, a copy of the re-appropriation order should be attached for processing the verification.**

Appendix - II

APPLICATION FOR REMITTANCE OF FOREIGN CURRENCY FOR IMPORT PAYMENT

1. Application's name and Address

2. Importer Registration Number

3. Details of Import License

License Number	Date of Issue	Expiry Date	Face Value

4. Details of goods to be imported

Description of Goods	Quantity	Price per Unit	Total price	Country of Origin	Country from which consigned

5. Amount to be remitted

6. If the amount to be remitted is less than the face value of the Import License, state the reasons therefore, (e.g. part payment, installment etc.)

7. Name and address of beneficiary to whom payment is to be remitted

8. If remittance has been made previously against the Import License, please give the details of such remittances.

Date	Amount	Consumer Declaration Form Submitted

9. Method of remittance L/C TT Others

10. If remittance is by TT, please state the name and address of the bank and the beneficiary's account number.

11. Method for payment of counter value of foreign currency:

Cash By Cheque By debit to our Account No.

Declaration

I/We hereby declare that the statements made by me/us on this form are true, and that I/we have not applied for remittance through any other bank. I/We declare that the goods in respect of which the remittance is made shall be imported into Bhutan. I/we undertake to furnish to the bank within the stipulated period, the relative Customs stamped Customs Declaration Form, and to comply with all conditions subject to which the remittance is made.

Signature.....

Date.....

Name.....

To be completed by bank

We hereby confirm having remitted foreign currency against the application as follows:

Date	Currency	Amount

Name of Bank.....

Signature.....

Name.....

Title.....