Customs Notice No. 3/2014
Concerning the e-Archive of Customs Declarations and their Attachments

For the purpose of regulating the process of storing customs declarations and their attachments, and in order to facilitate clients to submit declarations and retrieve copies of them after handing over original copies to Customs, pursuant to the Customs Notice no. 7/2010 concerning Mirsal 2 Documentations Submittal, and in accordance with Customs Notice no. 15/2011 concerning Documentations Submittal, As per Customs Notice no. 8/2012 Concerning E-Freight Initiative Between Airports.

The following have been decided:

1. Customs declarations and their attachments shall be archived in the e-Archive system, following their submission by clients to Customs after the completion of customs clearance procedures, as per described procedures in this matter.

2. Dubai Customs shall keep original copies of customs declarations and their attachments, according to the Common Customs Law, its Rules of Implementation and policies issued thereunder.

3. Clients shall be allowed 24/7 access to the e-Archive system to obtain a softcopy of their customs declarations and their attachments in the duration of the legal period for storing customs declarations.

4. An e-Archive service fee of AED (5) shall be collected when completing the customs declarations.

The Customs Notice applies to the completed customs declaration as from 01/10/2014.

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Director of Dubai Customs

STRUCTIONS

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صردر تاريخ: ٠٧/٠٧/٢٠١٤

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