



HOW TO COMPLETE THE SINGLE ADMINISTRATIVE DOCUMENT (SAD)

IMPORTS

The Single Administrative Document (SAD) is the declaration used for all Customs clearance regimes including; imports, exports, bonded warehouse, etc.

The following functional note provides registered users of the ASYCUDA World (AW) system with the information necessary for the completion of an 'Import' SAD.

Import SADs declarations include:

- Importations for Home consumption
- Temporary Importations
- Re-importations
- Importations in Warehouse

This document provides an outline of the purpose of each field within an import SAD. Each field (or box) is described in sequence with information on whether the content is:

- 'Mandatory' (i.e. it must be input or is automatically generated by the system),
- 'Optional' (i.e. only to be completed if the specific information is known) or
- 'Prohibited' (i.e. the data is not required or the information is not known).

Some fields require the input of specific reference codes, which represent standard reference information. For the complete list of all reference codes, please refer to the 'How to access the reference tables in any AW E-document' functional note.

Field No	Field Label	Action	Description and / or Use
1	DECLARATION	Mandatory	<p>This determines whether the goods declaration is lodged for importation, exportation, warehouse, etc.</p> <p>The declaration 'model' (or regime) number is entered on the SAD form in this field.</p> <p>For all import declarations, the model is "IM" with a specific number identifying which general procedure the import declaration belongs to, e.g. 4 for "Home consumption", 7 for "Warehouse", etc.</p> <p>The field also determines the 1st digit of the Procedure Code, Field No. 37.</p>
A	OFFICE OF LODGMENT	Mandatory	<p>This is the Customs Office Code of the location where the SAD is lodged and processed.</p> <p>The Customs Office where the SAD is lodged may be different from the Customs Office where the goods enter the country (Box 29).</p>

			<p>Using ASYCUDA, the system will automatically display the Office Name after the code is entered.</p> <p>Using the SAD manually, the declarant must fill both the Office Code and Office Name according to the reference code list.</p>																				
2	Exporter	Mandatory	<p>This is usually the name of the person, company or organization outside the Solomon Islands from whom the importer purchases the goods (i.e. the supplier). There is no unique code for the overseas exporter.</p> <p>You must input the full name and address, including the e-mail address (if any) of the overseas exporter/consignor (supplier) of the goods.</p>																				
3	Pages	Automatically displayed by the system	<p>This field indicates the total number of pages in the declaration, inclusive of the front page and any continuation (additional) pages, i.e. 2, 3, etc. as required.</p> <p>Example:</p> <p>If the declaration is composed of 3 pages, ASYCUDA will display, 1 3 on the first page, 2 3 on the second page and 3 3 on the last page.</p> <p>Using ASYCUDA, the system will automatically display this information.</p> <p>Using the SAD manually, the same format should be used.</p>																				
4	Load List	Prohibited																					
	Customs Reference	Automatically displayed by the system	<p>Once all the SAD data has been satisfactorily input into ASYCUDA, the system will automatically generate a unique registration number which is composed of a Serial Letter, a number (managed by the Customs Office code) and the registration date.</p> <p>The unique numbers are managed by reference to the Customs office and the year</p> <p>Example:</p> <table border="1"> <thead> <tr> <th>Serial Letter</th> <th>Number</th> <th>Date</th> <th>Customs Office</th> <th>Current Year</th> </tr> </thead> <tbody> <tr> <td>I</td> <td>32</td> <td>09/10/2013</td> <td>GZOS</td> <td>2013</td> </tr> <tr> <td>I</td> <td>33</td> <td>09/10/1203</td> <td>GZOS</td> <td>2013</td> </tr> <tr> <td>I</td> <td>32</td> <td>09/10/2013</td> <td>HIRH</td> <td>2013</td> </tr> </tbody> </table> <p>Using the SAD manually, Customs will provide a unique registration number using the same format as the one provided automatically by the system, at the time of lodgment of the SAD. Customs will manage, at the Customs office level, the registration by entering the details in a lodgment book maintained on an annual basis.</p>	Serial Letter	Number	Date	Customs Office	Current Year	I	32	09/10/2013	GZOS	2013	I	33	09/10/1203	GZOS	2013	I	32	09/10/2013	HIRH	2013
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	Manifest Reg. No.	Mandatory/Optional	<p>This field is used to enter details of the Manifest Registration Number</p> <p>The Manifest Registration Number must be input if the SAD deals with direct importations (4000, 7100, etc...).</p> <p>If the SAD relates to a non- direct importation (e.g. exit from warehouse, re-importation, etc...), the Manifest Registration Number should remain empty.</p>																				
5	Items		<p>This field indicates the total number of items on the SAD. Each SAD can cater for a maximum of 25 items.</p>																				

		Automatically displayed by the system	Using ASYCUDA, the number of items will be displayed automatically. Using the SAD manually, the declarant must complete this field.																																													
6	Nbr Packages	Mandatory	Using the SAD both manually and electronically, the declarant must state the total number of packages for the whole of the declaration (i.e. the sum of all packages in all the items). It should be noted that the number indicated in box 6 should be equal to the sum of the number of packages indicated in the respective box 31. Example: Of a SAD comprising three items. If item one consists of 10 packages, item two of 34 cartons and item three of 2 boxes, the Field (Box 6) should be filled with 46 (i.e. 10 + 34 + 2). For Bulk Cargo , the field must be filled with 1 .																																													
7	Reference Number	Automatically input by the system	This is the sequential number (i.e. the transaction number) for each declarant per Customs site per annum. The reference number is composed of # followed by a number and is generated automatically by the ASYCUDA system: Example: <table border="1"> <thead> <tr> <th></th> <th>Number</th> <th>Declarant</th> <th>Year</th> <th>Office</th> </tr> </thead> <tbody> <tr> <td>#</td> <td>1</td> <td>A0001</td> <td>2013</td> <td>HIRA</td> </tr> <tr> <td>#</td> <td>2</td> <td>A0001</td> <td>2013</td> <td>HIRA</td> </tr> <tr> <td>#</td> <td>1</td> <td>A0001</td> <td>2013</td> <td>GZOS</td> </tr> <tr> <td>#</td> <td>2</td> <td>A0001</td> <td>2013</td> <td>GZOS</td> </tr> <tr> <td>#</td> <td>1</td> <td>B999</td> <td>2013</td> <td>NORO</td> </tr> <tr> <td>#</td> <td>1</td> <td>A0001</td> <td>2014</td> <td>HIRA</td> </tr> <tr> <td>#</td> <td>1</td> <td>B999</td> <td>2014</td> <td>NORS</td> </tr> <tr> <td>#</td> <td>2</td> <td>B999</td> <td>2014</td> <td>NORS</td> </tr> </tbody> </table>		Number	Declarant	Year	Office	#	1	A0001	2013	HIRA	#	2	A0001	2013	HIRA	#	1	A0001	2013	GZOS	#	2	A0001	2013	GZOS	#	1	B999	2013	NORO	#	1	A0001	2014	HIRA	#	1	B999	2014	NORS	#	2	B999	2014	NORS
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8	Consignee	Mandatory	For import declarations the consignee is usually the importer in the Solomon Islands. The consignee is the person, company or organization to whom the goods are consigned. The declarant must enter the Tax Identification Number (TIN) of the consignee in the code field or insert the appropriate 'mock' code for an 'occasional consignee' (i.e. 9999999). Using ASYCUDA, once the TIN has been entered, the full name and address of the Importer/Consignee will be automatically displayed on the SAD. If the SAD is completed manually, the declarant must fill in the name and address of the Importer/Consignee according to the code reference list to be provided.																																													
9	Occasional consignee/exporter details	Optional	This field will be used in the Solomon Islands to provide details of the occasional consignee.																																													

10	Country Last con.	Optional	This is the country code where the goods were last loaded onto the ship / aircraft before arriving in Solomon Islands.
11	Purchase Cty	Optional	This is the country where the importer's supplier is domiciled or has his business. It might not necessarily be the country of origin of the consignment.
12	Value Details	Automatically displayed by the system	<p>This field displays the total amount of additional charges and deductions in the national currency, which have not been included in the invoice. The details are required for the calculation of the Customs value of the goods.</p> <p>As an example, if there is a sale between a buyer and a seller and the invoice price is at the FOB level, then other expenses and charges associated with bringing the goods into Solomon Islands must be added to the FOB value. Other expenses and charges include sea/air freight charges, insurance, other freight or handling charges, local unloading charges, etc. which must be added to the value of the goods to arrive at a CIF value, as shown below:</p> <p>Total Invoice (FOB) = 1000 AUD</p> <p>Internal Freight = 25 AUD (200 SBD) External Freight = 200 AUD (1,600 SBD) Insurance = 50 AUD (400 SBD) Other costs = 200 AUD (1,600 SBD) Deduction = 45 AUD (360 SBD)</p> <p>Total Other expenses and Charges = \$3,440.00 SBD</p> <p>Using the ASYCUDA, the Value Details will be automatically displayed by the system.</p> <p>If the SAD is used manually, the declarant must enter the amount of "other charges".</p>
13	C.A.P.	Prohibited	
14	Declarant	Mandatory	<p>The declarant is the person, company or organization authorised by SICED to declare and clear the goods to Customs.</p> <p>For regular importers who declare and clear their own goods, their TIN, together with their full name and address must be entered.</p> <p>In some circumstances the declarant will be a Customs Agent, who is authorised by the importers to clear goods on their behalf. In this case the authorised Customs Agent must enter his/her TIN, together with their full name and address.</p> <p>For occasional importer's declaring their own goods, the designated mock code must be entered (i.e. 9999999)</p> <p>When a TIN is entered using the ASYCUDA system, the full name and address of the Declarant will be automatically displayed.</p> <p>If the SAD is completed manually, the Declarant must insert his own name and address.</p>
15	Country of export	Automatically displayed by the system	<p>Using the ASYCUDA system, the name of the country of export will be automatically displayed when the Country of Export Code is entered.</p> <p>If the SAD is used manually, the declarant must enter the Country of Export Name according to the code reference list provided.</p>

15	C.E. Code	Mandatory Prohibited	The 'Country of Export' field has two (2) parts: Part 1 - should be completed with the country code (not the name of the country) from which the goods were originally exported from. Part 2
16	Country of Origin	Automatically displayed by the system	Provided each item has the same Country of Origin (Box 34), the country name will be displayed automatically by the system in Box 16. If different Countries of Origin are indicated at the item level (Box 34), the system will display "MANY" in Field 16. The same rules will apply if the SAD is used manually.
17	C.D. Code	Automatically displayed by the system Prohibited	The country of destination is the country to which a consignment will be delivered to the final consignee. The country of destination field has two (2) parts: Part 1 - The Country of Destination is the Solomon Islands (SB) which will be displayed automatically by the system. Using the SAD manually, the declarant should type SB in this field. Part 2
17	Country of Destination	Automatically displayed by the system	Using ASYCUDA, the name "Solomon Islands" is displayed automatically by the system. If the SAD is used manually, the declarant should type in "Solomon Islands".
18	Identity and nationality of means of transport at arrival	Mandatory / Optional Mandatory / Optional	This field has two (2) parts: Part 1 - should be completed with the identification of the means of transport which carry the shipment to the place of arrival <ul style="list-style-type: none"> • For sea cargo, the vessel name and voyage number should be inserted • For air cargo, the aircraft registration and flight number should be inserted Part 2 - the nationality indicates the country code in which the means of transport is registered. This part of Box 18 is optional, but if you have the information, you should insert it on the SAD. The Identity and nationality of the means of transport at arrival must be input if the SAD is dealing with a direct importation (4000, 7100, etc...). If the SAD relates to a non-direct importation (e.g. exit from warehouse, re-importation, etc...), the identity and nationality of means of transport at arrival should remain empty.
19	Ctr.	Optional	This field indicates whether the goods being declared have been transported within a container. It does not refer to the quantity of containers. In those cases where the field is ticked, the Tab 'Container' will become available at the bottom of the SAD into which the appropriate details should be inserted.

			If the SAD is used manually and goods are containerised, the declarant should prepare a container page using the same format and data that is reflected in AW. A template should be provided.
20	Delivery terms	<p>Mandatory</p> <p>Optional</p> <p>Prohibited</p>	<p>These are the international commercial terms agreed upon between the seller and the buyer for the delivery of the merchandise to the buyer. The Terms of Delivery in international trade are laid down in the international standard of INCOTERMS.</p> <p>The field has three (3) parts:</p> <p>Part 1 – The Terms of Delivery Code describes the terms of delivery specified in the sales contract between the buyer and the seller of the declared goods, as FOB.</p> <p>Part 2 - Terms of Delivery Place, is the place where the terms are relevant (Ex: CIF Honiara).</p> <p>Part 3</p>
21	Identity and nationality of means of transport crossing the border	Prohibited	
22	Currency & total amount invoiced	<p>Mandatory</p> <p>Mandatory</p>	<p>The field has two (2) parts:</p> <p>Part 1 – Should be completed with the Currency code in which the goods are invoiced</p> <p>Part 2 – Represents the total amount in foreign currency (unconverted), as stated on the invoice</p>
23	Exch. rate	Automatically displayed by the system	<p>This is the official exchange rate for the foreign currency for which the goods in this SAD were paid for in Solomon Dollars. The rate of exchange used is the rate in force on the day the SAD is registered.</p> <p>Using ASYCUDA, the exchange rate will be automatically displayed when the total invoice amount is entered.</p> <p>Using the SAD manually, the declarant must enter the exchange rate, which is available in each Customs office as a public notice.</p> <p>The official exchange rates are updated every month and are valid for the following month.</p>
24	Nature of transac.	Optional	<p>The ‘Nature of the Transaction’ provides an indication for Customs of the type of contract under which the goods are being supplied, such as sale, exchange, gift, loan, hire, return, etc.</p> <p>This field has two (2) parts:</p> <p>Part 1: A general description of the transaction. As an example: loans for which a charge is made</p> <p>Part 2: Details of the transaction. As an example: leasing</p>

25	Mode of transport at border	Mandatory	<p>The box indicates the mode of transport used for the carriage of the goods across the border.</p> <p>As an example, for goods arriving by plane in Henderson International Airport you should insert the number 4 (Air transport) in Box 25. If the goods are then put on a truck to be brought to Honiara you should insert the number 3 (Road Transport) in Box 26.</p>
26	Inland mode transport	Prohibited	
27	Place of Discharge	Mandatory	<p>The name of the seaport, airport, freight terminal or other place at which the goods are unloaded from the means of transport used for their carriage.</p> <p>The field is composed of the Country Code (e.g. SB for the Solomon Islands) followed by the City Code (e.g. for HIR)</p>
28	Financial and banking data	<p>Optional</p> <p>Optional</p> <p>Automatically displayed by the system</p> <p>Prohibited</p> <p>Optional</p>	<p>The field, which is in five (5) parts, is concerned with the financing arrangements - including the banking information and terms of payment through which the payment of the goods has been made.</p> <p>It corresponds to the financial agreement between the buyer and the seller.</p> <p>Part 1 – Solomon Islands Bank code – each bank’s TIN will be used as the bank code.</p> <p>Part 2 - Terms of payment – i.e. the arrangement between the importer and exporter for the payment of the goods. It is not linked to the payment of the duties and taxes.</p> <p>Part 3 (Bank name) – Using ASYCUDA, the name of the bank will be displayed automatically when the bank code is entered.</p> <p>If the SAD is used manually, the declarant must fill-in this field with the name of the bank</p> <p>Part 4</p> <p>Part 5 (Bank file Number) – The bank file reference number should be inserted. It can be the account number, the TT reference, etc. If the bank is outside the Solomon Islands, the name of the bank should be manually input.</p>
29	Office of Entry	Mandatory	<p>This field should be completed by entering the code for the Customs Office at which the goods entered the Solomon Islands</p> <p>It should be noted that the Customs office of entry may be different from the office of lodgment of the SAD in Field A (i.e. the OFFICE OF LODGEMENT).</p> <p>By using the ASYCUDA system, the following controls will apply:</p> <ul style="list-style-type: none"> - Office of Entry will be compatible with the “Mode of Transport at border” in Field 25, and the - Office of Entry must be declared as the Border Customs office <p>If the SAD is completed manually, the declarant must verify the mode of transport which is appropriate to the Office of Entry and the type of the Customs office.</p>

30	Location of goods	Mandatory / Optional	<p>This field provides an indication of the place where the goods are temporarily located and available for examination. This may be the exporters' premises, temporary storage facility, open area at port, etc.</p> <p>The field is not used for indicating the Customs Warehouse in which the goods are placed on importation.</p> <p>The location of goods must be input if the SAD deals with a direct importation (4000, 7100, etc...).</p> <p>If the SAD relates to a non-direct importation (e.g. exit from warehouse, re-importation, etc...), the location of goods should remain empty.</p>
31	Packages and description of goods	<p>Prohibited</p> <p>Mandatory</p> <p>Automatically displayed by the system</p> <p>Mandatory</p>	<p>The field has six (6) parts;</p> <p>Parts 1 & 2</p> <p>Parts 3 & 4 – Represent the number and type of packages for the item. The code for the type of packages must be entered, such as CT for Cartons, etc.</p> <p>When goods are imported using two different package types, it will be necessary for two items to be created on the SAD (i.e. if the goods are of the same HS classification but have different package types).</p> <p>Part 5 (Goods Description as per Tariff) - the description of the goods - as per the HS Tariff - will be automatically displayed on the first two lines of the field if ASYCYDA system is used (restricted to 88 characters maximum).</p> <p>If the SAD is completed manually, the declarant must enter the description of the imported goods in conformity with the tariff</p> <p>Part 6 (Commercial Description) - Must be completed with the commercial description as indicated on the invoice.</p> <p>Although the field is restricted to a maximum of 44 characters, the additional information page can be used for more information of the commercial description, if this becomes necessary.</p>
32	Item	Automatically displayed by the system	This is the consecutive item number for the declaration, i.e. Item 1, Item 2, Item 3, etc.
33	Commodity code	<p>Mandatory</p> <p>Mandatory</p> <p>Optional</p> <p>Optional</p> <p>Optional</p>	<p>This box requires the insertion of the commodity code of the item, in conformity with the Solomon Islands 2012 HS Tariff</p> <p>Part 1 HS Tariff (8 digits)</p> <p>Part 2 National precision (2 digits)</p> <p>Part 3 Additional precision (4 digits)</p> <p>Part 4 Additional precision (4 digits)</p> <p>Part 5 Additional precision (4 digits): used for Valuation database management</p>
34	Cty. orig		<p>This is the country where the goods are produced.</p> <p>The Country of Origin has two (2) parts:</p>

		Mandatory Prohibited	Part 1 – The Country Code where the goods being declared were originally produced Part 2
35	Gross mass (kg)	Mandatory	This field is to be completed by the insertion of the weight of the goods including packaging but excluding the carrier’s equipment such as containers, crates, pallets, etc. It should be expressed in kilograms. It should also be noted that this is the gross mass (gross weight) of the goods, not the units of the item.
36	Prefer.	Optional	This field is for any Preferential agreements made between the Government of the Solomon Islands and other countries, such as MSG.
37	Procedure	Mandatory Mandatory	This field has two (2) parts: Part 1 - is to be filled with the Customs Procedure Code (CPC) used to identify the regime under which goods are being moved to and from, e.g. procedure 4000 represents a direct import for home consumption; 4071 an import for home consumption from bonded Warehouse; etc. Part 2 – is an Additional Procedure Code which must be used either to define the common regime or any special exemption allowed.
38	Net mass (kg)	Mandatory	This field is to be filled-in with the net mass, expressed in kilograms, for the goods declared (without any packaging).
39	Quota	Optional	This field is for reference to any quotas that may be applicable to the goods and the consignor.
40	Summary declaration Previous document S/L Bill Ref No. / Previous SAD S/L	Mandatory Optional / Prohibited	This field has two (2) parts: The associated Bill of Lading (BoL) No. or Airway Bill (AWB) No. should be input if the SAD deals with a direct importation (4000, 7100, etc...) If the SAD relates to a non-direct importation (e.g exit from warehouse, re-importation, etc...), the system will automatically display the reference of the previous SAD. Part 2 – Insert BL Split reference number
41	Supplementary units	Mandatory	This field is to be completed when the HS requires the item to be classified in some other unit of measurement such as liters, number, dozen, etc. Only the quantity should be input, as the unit is automatically displayed.
42	Item Price	Automatically displayed by the system	The field describes the item price, which is the value of the goods being declared as invoiced. If the SAD is used manually, the declarant must enter the item price in the foreign currency.

43	V.M. code	Optional	The field requires the input of the Code of Valuation Method (1 to 6) used to determine the Customs Value.
44	Add. Info Documents produced Certificates and authorisation	Optional Automatically displayed by the system Automatically displayed by the system Automatically displayed by the system Mandatory Optional Prohibited	<p>This field is to be used for any additional information that may be required including the production of certificates, authorizations, licenses, etc</p> <p>The field has four (4) parts:</p> <p>Part 1 - License No - Deducted Value (DV) - Deducted Quantity (DQ) The license No field should be used to request a Goods Tax Exemption</p> <p>Part 2 - This field displays the additional charges and deductions (not included in the invoice) in the national currency that is relevant to the calculation of the Customs value of the goods per item.</p> <p>Part 3 – A.D: the codes of any additional documents, certificates or authorizations, etc., which are required for the clearance of particular goods such as quarantine, health, etc.</p> <p>Using the ASYCUDA system, the codes will be added automatically according to what is entered into the system (e.g. PHY for phytosanitary certificate).</p> <p>Any other documents which are attached directly by the importer will not be displayed in Box. 44 but will be visible from the “Attached Document” page.</p> <p>Part 4 (Previous document reference) – is completed when a product is warehoused and subsequently released under a different HS Code. Using the function “Change product”, the action will be recorded in part 4 of Box 44 with the format: TIN and HS Tariff number of the Previous Product and with the quantity to be discharged</p> <p>Part 5 – (Additional warehouse code): when there is a change of warehouse it should be filled with the previous Warehousing code</p> <p>Part 6 - Free Text field to enter any other additional information.</p> <p>Part 7</p>
45	Adjustment	Mandatory	<p>Adjustment is the Ratio/Factor, which must be applied to the Customs value. By default, the adjustment is 1.</p> <p>The declarant is not required to change this value.</p>
46	Statistical Value	Automatically displayed by the system	This field represents the Value for Customs in the national currency calculated with the item invoice value plus additional charges and minus any deductions, multiplied by the adjustment rate.
47	Calculation of taxes	Automatically displayed by the system	<p>This field comprises the various elements associated with the calculation of taxes, as outlined below:</p> <p><u>Type</u></p> <p>Represents the ‘Type’ of duties/taxes applicable under the Solomon Islands Law such as Import Duties, Export Duties, Excise Duties, GT, etc.</p> <p><u>Tax Base</u></p>

			<p>The Tax Base is the Statistical value on which the amount of duty or taxes due to Customs is based on for calculation/computation purposes.</p> <p>For taxes calculated on quantity and not on value, the Tax Base will be the quantity expressed in proper unit (from Field no. 41).</p> <p><u>Rate</u></p> <p>This represents the duty and tax rates applicable - based on the HS tariff code (HS) - for any particular item.</p> <p><u>Amount</u></p> <p>This shows the total amount of duties and taxes calculated for the item based on the duty/tax rates</p> <p><u>MP (Mode of Payment)</u></p> <p>This indicates if the tax is payable (1), guaranteed (0) or calculated for information purposes only (3)</p>
48	Deferred Payment	Optional	<p>If a deferred payment scheme is used, the field must be completed by entering the ASYCUDA credit or pre-payment account number.</p>
49	Identification of Warehouse	<p>Mandatory (in case of suspense procedures)</p> <p>Prohibited (if not a suspense procedure)</p>	<p>This field relates to a SAD subject to a ‘suspense procedure’. If the Customs procedure is not a suspense procedure this field is not required.</p> <p>This field has two (2) parts:</p> <p>Part 1 – Is the code used for the identification of the warehouse into which the goods are/were stored on importation.</p> <p>Part 2 – The duration, expressed in the number of days during which the goods may remain in the suspense regime.</p>
B	Accounting Details	Automatically displayed by the system	<p>This field is used for those elements which are associated with the accounting details such as the mode of payment, the assessment number, the receipt number and guarantee, as outlined below:</p> <p><u>Mode of Payment</u></p> <p>Is the method of payment used for the payment of the duties and taxes.</p> <p>If Box 48 is empty, the system will automatically display “CASH” to indicate this as the mode of payment.</p> <p>If Box 48 is not empty, the system will automatically display “ACCOUNT/PAYMENT” to indicate this is a credit or pre-payment.</p> <p><u>Assessment Number /</u></p> <p>This is the number assigned to a declaration after an assessment has been completed. When the SAD is modified after assessment a version number is displayed after the /sign</p> <p><u>Receipt Number</u></p> <p>Is the number assigned to the declaration after receipt of payment.</p>

			<p><u>Guarantee</u></p> <p>Is the total amount of any guarantee associated with the declaration</p> <p><u>Total fees</u></p> <p>Represents any additional charges added to a particular declaration such as the declaration acceptance Fee.</p> <p><u>Total declaration</u></p> <p>Is the total amount of all duties, taxes and fees which are payable for the declaration.</p>
54	Place and date	Mandatory	This mandatory field requires the insertion of the Name, Date and Signature of the Declarant / Representative making the declaration.
50	Principal	Prohibited	
51	Intended office of transit and country		
52	Guarantee not valid for		
53	Office of destination and country		
C	Office of Destination		
D	Control by Office of Destination		