OFFICE OF THE COMMISSIONER OF CUSTOMS,
C.R.BUILDINGS, QUEEN'S ROAD, BANGALORE - 560 001

C.No.VIII/48/126/2011 Cus Tech Date: 09-05-2013

STANDING ORDER NO. 15/2013

Sub: Customs – Issue of Export Certificate to frequently travelling
International passengers - reg.

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Attention is invited to Public Notice No. 80/2011 dated 20.09.2011 and 20/2013
dated 09.05.2013 on the above subject.

2. As per the Public Notice No.20/2013 dated 09.05.13, the international
passengers have been provided an option to download the Export Certificate format,
fill in all particulars and mail the same as an attachment, along with details of the
departure flight, date and time to acairportbangalore@gmail.com. Passengers are
required to bring hard copy of the duly filled in Export certificate in triplicate. It will be
the responsibility of the AC/DC in charge of the shift to access the said email id, as
frequently as may be required, get the Export Certificates downloaded and ensure that
the copies are made available to the Superintendent in charge of the Departure Counter
for necessary action. It must also be ensured that the passenger faces no inconvenience
even if he/she forgets/omits to carry the hard copy (in triplicate) of the form mailed by
him/her earlier.

3. On arrival of the passenger, the Customs Officers at the Departure Counter at
the Airport are required to examine the goods with reference to the particulars in the
Export Certificate form filled in by the passenger and establish identity of the goods
with respect to the particulars like logo/Marks/Make/Number/year of Manufacture,
etc. and those furnished in the Export Certificate format sent by email, wherever
available, before issue of the Export Certificate.

4. In respect of high value items like Note-book/laptop computer(s), camcorder,
digital camera, cellular phone(s), etc. in addition to the above, the documents/invoice,
etc furnished by the passenger indicating the value of the item may also be verified.

5. In case of gold/silver/diamond/studded jewellery, the purchase invoice/
valuation certificate issued by an authorized valuer, furnished by the passenger in
support of his claim of valuation, may be scrutinized.

6. On verifying the above details, Export Certificate may be issued to the passenger
by the Superintendent of Customs, Departure Section, Airport after being
countersigned by the Assistant/Deputy Commissioner of Customs on duty at the
Airport. As per Board’s Circular No. 2/2002 dated 08.1.2002, the Export Certificate is
valid for a period of three years.
7. The facility, as above, is an additional option and the existing options of issue of Certificates at this Office and at the international airport shall continue to remain available.

8. All other instructions, in the matter, shall apply mutatis mutandis.

9. Difficulties faced, if any, may please be brought to the notice of the undersigned.

(Sandeep Prakash)
Commissioner

To,
The Chief Commissioner of Customs, Bangalore.
The Additional/Joint Commissioner of Customs, ACC/ICD/Airport/H.Qrs Tech.
The Deputy / Assistant Commissioner of Customs, H.Qrs.Tech/Preventive/ACC/ICD, Bangalore.