

## EXEMPTION OF DUTIES AND TAXES ASYCUDAWorld REGISTRATION FORM

### INSTRUCTIONS:

1. Download the form;
2. Fill required boxes using the electronic form. Use TAB key to move from one field to the other;
3. Print a copy for your records (keep your printed document with your original documents);
4. Save the document as follows: "**EXEM.Name.Surname**" (e.g. "EXEM.Joseph.Mapiye" for individuals) and "**EXEM.CompanyName**" for companies;
5. Send e-mail to asycudaworld@namra.org.na, attaching this file and scanned copies of relevant documents;
6. A message will be sent back with the confirmation that the company (or the individual) is registered in the ASYCUDAWorld system.

**Note:** Forms without attachments will not be processed. Customs will not grant exemptions for companies or individuals not registered in ASYCUDAWorld. → Use only this electronic form. Manual forms will not be accepted.

### PLEASE FILL THE FOLLOWING INFORMATION

NAME	
POSTAL ADDRESS	
ADDRESS (LINE 1)	
ADDRESS (TOWN)	
TELEPHONE NUMBER	
MOBILE PHONE NUMBER	
E-MAIL ADDRESS	
CONTACT PERSON	

### PLEASE SELECT RELEVANT OPTIONS

DOCUMENT	Attached	Not Attached
Copy of Exemption Letter		
Copy of TIN		
Other		

### FOR OFFICIAL USE ONLY

REGISTRATION CODE	VALID FROM	VALID TO	OFFICE