



Notice No: 12/2019
1 Jul 2019

Traders and Declaring Agents

Dear Sir/Madam

NEW APPLICATION PROCEDURES FOR SINGAPORE DUTY-PAID CIGARETTE (SDPC) MARKING ON CIGARETTES

In line with the Digital Government Blueprint, Singapore Customs will be replacing the existing hard copy application for the SDPC marking on cigarettes with an online application.

2 The online application will be available from 1 July 2019, via www.customs.gov.sg > Eservices > Customs Forms & Service Links > [Application for SDPC Marking on Cigarettes](#). Singapore Customs will continue to accept the hard copy application until 30 August 2019.

3 For online application, the submission of duty-paid samples of the cigarette sticks with SDPC marking is no longer required. Applicants are required to upload photograph(s) of the cigarette sample(s) instead. However, Singapore Customs may still request physical samples if there is a need for further verification.

4 Applicants are advised to read the application procedures and requirements before completing the online application at www.customs.gov.sg > Businesses > Valuation, Duties, Taxes & Fees > [Singapore Duty-Paid Cigarette \(SDPC\) Mark](#).

5 You may refer to the Frequently Asked Questions in **Annex A** for more details.

Yours faithfully

Ivy Chong
Head Procedures & Systems
for Director-General of Customs
Singapore Customs

(This is a computer-generated notice. No signature is required.)

We hope that this notice has been written in a way that is clear to you. If not, please let us have suggestions on how to improve this notice at customs_documentation@customs.gov.sg.

FREQUENTLY ASKED QUESTIONS

Q1. Who needs to submit the application for SDPC marking on cigarettes?

A1. The application for SDPC marking on cigarettes should be submitted by importers and manufacturers of cigarettes who are required to obtain approval from Singapore Customs before making duty payment on new brands or variants of cigarettes meant for sale and consumption in Singapore.

Q2. How would I be notified upon successful submission via the online application?

A2. Upon successful submission of the online application, you will receive an email with a summary of the application submitted.

Q3. Where do I retrieve the reference number for the application submitted?

A3. The reference number can be retrieved from the email received upon successful submission of the application.

Q4. Can I continue to submit the hard copy application?

A4. Hard copy application submitted will still be accepted until 30 August 2019. Thereafter, only online application will be accepted.

Q5. How would I be notified of the approval by Singapore Customs?

A5. The applicant will receive the notification letter via email.