**(Company’s letterhead)**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| To: Director-General, Singapore Customs**TRANSFER OF OWNERSHIP FOR GOODS IMPORTED UNDER AN IMPORT CERTIFICATE**We,

|  |
| --- |
| **Current Owner details**  |
| Unique Entity Identifier (UEN): |  |
| Telephone Number: |  |
| Email Address: |  |

hereby confirm that the following goods imported via

|  |
| --- |
| **Import details** |
| Import Permit No.: |  | Date of Issue: |  |
| Import Certificate No.: |  | Date of Issue: |  |

|  |
| --- |
| **Product details**1 |
| Product Description: |  |
| Quantity: |  |

1For more than 1 product, please itemise the products by adding on to table accordingly. (E.g. Product Description #1, Product Description #2, etc.)will be sold and transferred to

|  |
| --- |
| **New Owner details**  |
| Unique Entity Identifier (UEN): |  |
| Telephone Number: |  |
| Email Address: |  |

The date of transfer will be on

|  |  |
| --- | --- |
| Date: |  |

We will inform the new owner to seek approval from Singapore Customs prior to the export of the goods and to inform Singapore Customs in writing within 14 days of a change of ownership and/or location of the goods.

|  |  |
| --- | --- |
| Name (in block letters): |  |
| Designation2: |  |
| Date: |  |
| Authorised Signature: |  |

2At least managerial level. |