SAMPLE FORMAT

COST STATEMENT FOR THE EXPORT OF PRODUCT UNDER THE ACFTA

Name of Manufacturer :					itifier/UEN:			
Description of Product : Model No :				HS Code: Unit Price::		S\$ (FOB)		
Country exported to :				Office.	•	<u> </u>	(LOP)	
<u>-</u>				-				
This Cost Statement is for Uni	t(s)			Date of Co	st Stateme	nt :	-	
	HS Code *	Country of Origin	Supplier's Name Manufactured)	(if Locally	Unit Cost (CIF)			
					Local	Foreign	ASEAN or China	Total
Raw Materials, Parts & Components (Please give detailed breakdown)								
a)								
b)								
c)								
d)								
Direct Labour Cost : Wages Other benefits (CPF, medical benefits etc) (Please give detailed breakdown)								
Direct Overhead Cost: (eg Factory rent, Depreciation costs, Maintenance) (Please give detailed breakdown)								
4. Ex-Factory Cost (1+2+3)								
5. Profit								
6. Ex-Factory Price (4+5)								
* Applicable for products qualifying foreign materials and materials of understands:	g for the I Indetermi	Product Specifined origin.	ic Rules in Attachmer	nt B of the A	agreement.	Please de	clare the HS	code of
	E∩R Pr	ice — Value of N	Non-Originating Material	le				
ACFTA Content = (See Note 5 overleaf)						=	%	
<u>Declaration</u> : I declare that the in	formation	provided by me	e is true and correct.	Γhe last prod	luction proc	ess of the	good is carrie	d out in
Singapore and the factory/goods by office	good mee cers of the	is the rules of Singapore Cus	origin under this FTA toms and undertake to	I Will perm maintain up-	it, as and v to-date cost	wnen requir ing records.	ea, inspectioi	n or our
Cimpature C Nigge of Ma			<u></u>		f A	ata at		
Signature & Name of Managing Direc	tor		Sigr	nature & Nan	ne of Accou	ntant		
This cost statement is prepared by :			Sigr	nature : .				
Tel :								

(Please see next page for Guidelines)

SINGAPORE CUSTOMS

TARIFFS AND TRADE SERVICES BRANCH

GUIDELINES ON THE PREPARATION OF THE MANUFACTURING COST STATEMENT

The following procedures will apply when submitting the Cost Statement for Singapore Customs' verification:

- 1) Check with the Tariffs and Trade Services Branch (TTSB) of the Singapore Customs on the origin criteria that your product must comply with to qualify for preferential treatment.
- 2) Prepare the Cost Statement for every product model to be exported. This must be prepared on your Company's letterhead according to the format prescribed by TTSB.
- 3) Submit your Cost Statement for the product which must reach TTSB at least <u>7 working days</u> before the export of goods. The mailing address is indicated as follow:

By Post

Singapore Customs
Attn: Rules of Origin Section
55 Newton Road #09-01
Revenue House
Singapore 307987

By Courier

Drop the documents into **Box Number 2** at Level 7 Revenue House Attn: Rules of Origin Section

- 4) Give <u>actual cost</u> of materials used, labour and overhead costs in each Cost Statement. Projection of production costs is not allowed.
- 5) Submit supplier's invoice of every material used that is manufactured locally. If the material is of ASEAN or China origin and you want your product to qualify under the ACFTA Cumulative Content, please submit the Form E CO as proof that the material originates in ASEAN or China.
- 6) Update TTSB on your costing <u>yearly</u> or when there are variations in your prices, costs, sources of materials used etc, whichever earlier.
- 7) Ensure that the Cost Statement is declared to be true and correct by the Managing Director/ Authorized Senior Management and the Accountant.
- 8) Contact TTSB at customs_roo@customs.gov.sg for advice when you need clarification in preparing the Cost Statement