



NIGERIA CUSTOMS SERVICE

Simplified Clearance

Guide to Trade and Customs Agents
For Transitional SGDs in KLT port

SGDs captured by or before Friday 19.01.2010 AND still under “registered” status

ACTION:

Go to CPC and request for assessment of your registered SGD and for a printout of the assessment notice. Then proceed to bank for payment.

SGDs selected (verified) by or before Friday 19.01.2010

ACTION:

Proceed to KLT CPC, and request for assessment notice then proceed to bank for payment.

SGDs selected (verified) by or before Friday 19.01.2010 AND under physical examination/scanning

ACTION:

Proceed to OC terminal to request for your assessment notice, and then proceed to the bank for payment.

SGDs assessed by or before Friday 19.01.2010 not yet paid

ACTION:

Proceed to the bank for payment with assessment notice then proceed to OC terminal for further processing.

SGDs assessed by or before Friday 19.01.2010 and already paid

ACTION:

Proceed to examining officer at the terminal for processing and subsequent exit of goods by terminal operator.

Capture of currency on SGDs

All SGDs must be captured with the foreign currency of transaction and **NOT** in Nigerian Naira.

Exit Notes

All exit notes will be now generated by terminal operators and **NOT** by customs. Deposit all SGDs and original documents (SGD folder) with the terminal operator.