



NIGERIA CUSTOMS SERVICE

Simplified Clearance

Guide to Trade and Customs Agents
For Transitional SGDs in Seme

SGDs captured by or before Friday 05.03.2010 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 05.03.2010

ACTION:

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

SGDs selected (verified) by or before Friday 05.03.2010 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 05.03.2010 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 05.03.2010 and already paid

ACTION:

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

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 exit gate officers. Deposit all SGDs and original documents (SGD folder) with the exit gate officer.