

REQUEST FORM OF UNDISCHARGED ATA CARNET FOR TEMPORARY IMPORT

Memorandum:
 Number:
 Date

TO ALL REGIONAL CENTERS
 DEPARTMENT OF CUSTOMS

Subject: Request of undischarged ATA carnet number.....

Based on import coupon (number.....) ATA carnet number....., recorded in ATA control under the number..... on the day..... of year....., temporary import was approved with the due date of export until.....(enter the final date of approved export deadline).

Since the approved deadline of export has expired, we deliver to you the front page of the previously mentioned import coupon (with the list goods) for which we have not yet received evidence that temporarily imported goods has been exported out of Bosnia and Herzegovina (export coupon) or that the goods have received a different customs approval, we kindly ask you to deliver evidence that goods have been discharged within the days of receipt of this request.

Head of.....

.....

RESPOND TO REQUEST

To be filled by Regional centre Department of customs	
Import coupon (number.....) ATA carnet number..... discharged	<input type="checkbox"/>
Import coupon (number.....) ATA carnet number..... undischarged	<input type="checkbox"/>
To be filled out only in the case of ATA carnet discharge.	
Customs office which has discharged ATA carnet	
Date on which ATA carnet has been discharged	
Control number of ATA carnet discharge	
Information on evidence of ATA carnet discharge, attached with the respond to request	

Number:.....
 Date:

Head of:.....

REQUEST FORM OF UNDISCHARGED ATA CARNET FOR TRANSIT

Memorandum:

Number:

Date:

Regional centre.....

Customs office:.....

Subject: Request of undischarged ATA carnet number.....

Based on transit coupon (number.....) ATA carnet number....., recorded in ATA control under the number..... on the day..... of year....., under the transit order (with the purpose of temporary import) we have referred your goods towards final customs office, with the deadline to present the goods until the (enter the final deadline).

Since the approved deadline to present the goods has expired (transit deadline), we deliver to you the front page of the previously mentioned transit coupon (with the list of goods) for which we have not yet received evidence that the goods have been discharged (transit coupon filled in the lower part – shadow area H.f. i H.g) we kindly ask you we kindly ask you to deliver evidence that goods have been discharged within the days of receipt of this request.

Head of.....

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RESPOND TO REQUEST

To be filled by Regional centre Department of customs	
Transit coupon (number.....) ATA carnet number..... discharged	<input type="checkbox"/>
Transit coupon (number.....) ATA carnet number..... undischarged	<input type="checkbox"/>
To be filled out only in the case of ATA carnet discharge.	
Customs office which has discharged ATA carnet	
Date on which ATA carnet has been discharged	
Control number of ATA carnet discharge	
Information on evidence of ATA carnet discharge, attached with the respond to request	

Number:.....

Date:

Head of:.....

REQUEST FORM OF UNDISCHARGED ATA CARNET FOR TRANSIT

Memorandum:

Number:

Date:

TO ALL REGIONAL CENTERS
DEPARTMENT OF CUSTOMS

Subject: Request of undischarged ATA carnet number.....

Based on transit coupon (number.....) ATA carnet number....., recorded in ATA control under the number..... on the day..... of year....., under the transit order (with the purpose of temporary import) we have referred your goods towards the customs office....., with the deadline to present the goods until the (enter the final deadline).

Since the approved deadline to present the goods has expired (transit deadline) and since we received a negative answer for the request for undischarged ATA carnet from the above mentioned customs office, we deliver to you the front page of the previously mentioned transit coupon (with the list of goods) for which we have not yet received evidence that the goods have been discharged (transit coupon filled in the lower part – shadow area H.f. i H.g) we kindly ask you we kindly ask you to deliver evidence that goods have been discharged within the days of receipt of this request.

Head of.....

.....

RESPOND TO REQUEST

To be filled by Regional centre Department of customs	
Transit coupon (number.....) ATA carnet number..... discharged	<input type="checkbox"/>
Transit coupon (number.....) ATA carnet number..... undischarged	<input type="checkbox"/>
To be filled out only in the case of ATA carnet discharge.	
Customs office which has discharged ATA carnet	
Date on which ATA carnet has been discharged	
Control number of ATA carnet discharge	
Information on evidence of ATA carnet discharge, attached with the respond to request	

Number:.....

Date:

Head of:.....

Annex 2.

REQUEST FORM OF UNDISCHARGED ATA CARNET FOR TEMPORARY IMPORT TO WARRANTY ASSOCIATION

Memorandum:

Number:

Date:

.....
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Subject: Request of undischarged ATA carnet for temporary import with request to deliver evidence of discharge of carnet and paying the customs debt.

As a warranty association for ATA carnet, according to section 8. Annex A of Convention of temporary import – *Istanbul, 26th of June 1990. (“Official Gazette B&H- International contracts”, number 1/10, in further text: convention)*, we inform you that we are in possession of undischarged ATA carnet for temporary import, corresponding to following data:

- ATA carnet number.....
- ATA carnet validity expiration date:
- Carnet issued by association:
- Carnet carrier.....
- Carnet validity date.....
- Import coupon number.....
- Deadline approved for re-import.....
- Customs office of temporary import.....
- Date of temporary import.....
- ATA control number.....
- Value of goods.....

We kindly ask you to, as in accordance with the section 9. Paragraph 1. Point (a) Annex A Convention; deliver us within the six months, after receiving this notification, evidence of ATA Carnet being exported or other acceptable means of carnet discharge to the following address.....

This notification is at the same time a request for payment of customs debt if, within the six months after delivering of this notification, we do not receive request evidence from your side.

In case that you do not provide the requested evidence within the mentioned time frame, you will be served with the notification by which we will, in accordance with the section 9. Paragraph 1. Point (b) Annex A of Convention, oblige your to pay a deposit at the name of customs debt (customs and tax in accordance to article 1. Point (b) of Convention), whose calculation we deliver to you as an attachment.

If case that you do not provide the requested evidence within the three months after the payment of deposit, BiH Indirect Taxation Authority will, in accordance with the section 9. Paragraph 1. Point (b) of Convention, previously paid deposit will be allocated to account as a final payment of customs debt.

As an attachment of this notification we deliver to you:

- copy of the front page of import coupon
- copy of request form and the reply of custom office in regards to the undischarged ATA carnet and
- calculation of customs debt according to ATA carnet of undischarged goods

Attachment:

As in text

Delivered to, with attachment:

1. Warrantee Association
2. Department for Business Affairs
3. Archive

Head of:.....

NOTIFICATION FORM ON UNDISCHARGED ATA CARNET FOR TRANSPORT TO WARRANY ASSOCIATION

Memorandum

Number:

Date:

.....
.....

Subject: Notification on undischarged ATA Carnet for the procedure of transport with request for delivery of evidence on discharge and payment of custom duties

As a warranty association for ATA carnet, according to section 8, Anex A of Convention of temporary import – *Istanbul, 26th of June 1990*. (“*Official Gazette B&H- International contracts*”, number 1/10, in further text: convention) , we inform you that we are in possession of undischarged ATA carnet for transport intended temporary import, corresponding to following data:

- ATA carnet number.....
- ATA carnet validity expiration date:
- Carnet issued by association:
- Carnet carrier.....
- Carnet validity date.....
- Import coupon number.....
- Deadline approved for re-import.....
- Customs office of temporary import.....
- Date of temporary import.....
- ATA control number.....
- Value of goods.....

We kindly ask you to, as in accordance with the section 9. Paragraph 1, Point (a) Annex A Convention; deliver us within the six months, after receiving this notification, evidence of discharge process for transport in accordance to defined ATA Carnet (another export of goods or its treatment was goods for temporary import, or some other acceptable ways of discharge) to the following address.....

This notification is at the same time a request for payment of customs debt if, within the six months after delivering of this notification, we do not receive request evidence from your side.

In case that you do not provide the requested evidence within the mentioned time frame, you will be served with the notification by which we will, in accordance with the section 9. Paragraph 1, Point (b) Annex A of Convention, oblige you to pay a deposit at the name of customs debt (customs and tax in accordance to article 1. Point (b) of Convention), whose calculation we deliver to you as an attachment.

If case that you do not provide the requested evidence within the three months after the payment of deposit, BiH Indirect Taxation Authority will, in accordance with the section 9. Paragraph 1, Point (b) of Convention, previously paid deposit will be allocated to account as a final payment of customs debt.

As an attachment of this notification we deliver to you:

- Copy of the front page of import coupon
- Copy of request form and the reply of custom office in regards to the undischarged ATA carnet and
- Calculation of customs debt according to ATA carnet of undischarged goods

Attachment:
As in text

- Delivered to, with attachment:
1. Warrantee Association
 2. Department for Business Affairs
 3. Archive

Head of:

Memorandum:
Number:
Date:

**CALCULATION OF CUSTOMS
DEBT FOR UNDISCHARGED
ATA CARNET**

1. ATA Carnet number
2. Number of export/import coupon¹
3. Date and number of coupon verification
4. Carnet owner and its address
5. ATA Carnet Issuer (Economy Chamber)
6. State of origin
7. Date of Carnet validity expiration
8. Date for repeated export of goods..
9. Customs office for import
10. Customs office for temporary import
11. Mercantile description of goods
12. Tariff Remark from BiH Customs Tariff
13. Number of items
14. Weight or amount.....
15. Value
16. Calculation of customs debt

Type	Basis for calculation	rate	amount	Currency rate
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Total:

(Total- literal data:)

Head of

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¹ copy not necessary

memorandum
 Number.....
 Date

**CALCULATION OF CUSTOMS
 DEBT FOR UNDISCHARGED
 ATA CARNET**

- 11. Description of goods.....
- 12. Tariff mark from Customs tariff B&H.....
- 13. Number of pieces.....
- 14. Weight or quantity
- 15. Value
- 16. Calculation of import duties and taxes.....

Type	Basis for calculation	rate	amount	Currency rate
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Total:

(Total- literal data:)

- 11. Description of goods.....
- 12. Tariff mark from Customs tariff B&H.....
- 13. Number of pieces.....
- 14. Weight or quantity
- 15. Value
- 16. Calculation of import duties and taxes.....

Type	Basis for calculation	rate	amount	Currency rate
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Total:

(Total- literal data:)

Sum of totals:

Type	Amount	Method of payment rate	Currency
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(Sum of Total- literal data:)

17. ²To be paid at depository account of BH Indirect Taxation Authority under the number.....
 by referring to number

18. ²Above mentioned ATA Carnet has not been discharged within the approved deadline. We kindly ask you to provide us, within the six months after the receiving this notification, evidence of export or its placement in temporary import¹ or other acceptable means of discharge of goods, with accordance to section 8. and 9. Annex A of Convention on temporary import (“BH Official Gazette-International contracts”, number 1/10). If you do not provide us with the requested evidence you are obliged to pay a deposit, immediately after the expiration of six months deadline, to the above stated calculation of customs debt (.....KM). If the requested evidence is not provided within three months after the payment of deposit, BH Indirect Taxation Authority will, in accordance with section 9. Paragraph 1. Point b) of Convention, place the paid deposit to the account as regular, final payment of customs debt. This calculation is at the same time a guarantee request for payment of the above mentioned customs debt under the undischarged ATA carnet in accordance with section 8. Annex A of Convention of temporary import.

¹ Crossover not needed

²If there is no calculation of customs debt, then point 17. and 18.
Should be contained within the calculation of customs debt form

M.P.

MANUAL FOR FILLING OF CALCULATION FORMS

I. General remarks

Calculation form should contain following information in respective Points.

Point 1, 2, 3, 4, 5, 6, 7, 8, 11, 13, and 14: Write in the same data which appears in transit or import coupon at the bottom of the coupon, in the area reserved for customs, section A., G.,a), at the back of the column 6, G.c), H.b.) at the back of the column 1, at the back of the column 2, at the back of the column 3, and the back of the column 4. If the customs office does not poses the coupon, then the data is entered in the manner determined by the customs office. When more than one type of goods is entered into the form, they should be written in the form bis and points need to be filled out in accordance with this manual.

Point 9: Write in the name of the customs office that has filled out section H. e) of transit coupon or section H. of import coupon, depending of the type of import. In case this is not possible, name of the entry customs office is written by the knowledge of customs organ.

Point 10: Write in the name of the customs office that appears within section H. e) of transit coupon or that has filled out the column of section H. of import coupon, depending of the type of import. In case this is not possible, name of the entry customs office for temporary entry is written by the knowledge of customs organ.

Point 15: Write in the customs value in BH currency.

Point 16: Within the calculation form duties and customs are to be written in a way that they are clearly marked (by using code for specific purpose), any additional duties from the section 6 ATA Convention, are to be expressed in numbers and letters. Duties are paid within the BH in the currency at the top of second column.

Point 17: Write in the name of the customs office, place and date of filing of the form, office stamp and signature by authorized persons at appropriate levels.

II - Remarks for bis form

- A. Bis form is used only when duties are calculated for more than one type of goods and must be submitted with the basic form. Total duties are entered from basic form and bis forms are written under the field "Sum of total.
- B. B. General remarks under I are applied to the bis form.