- FOR INFORMATION ONLY –
PLEASE USE FORM IN SERBIAN

Authorization for the active/passive processing procedure

1.Code CO		2.Type of authorization			3. Number/date of receipt of the filled in application	
4.Code of requested procedure			5.Amendment of the authorization			
Company	TIN	Name	Head office	Address		
b. Applicant						
7. Holder of authorization						
8.Foreign company						
9.Legal grounds						
10.Purpose and manner of use						
11.Place of use						
12.Time limits	12a Start of procedure		12 b End of procedure			
13.Reproduction material						
No.	Tariff heading	Name	Quantity	U.M.	Value	Currency
14.Use of equivalent goods			15. End of procedure			
16. Obtained products						
No.	Tariff heading	Name	Quantity	U.M.	Value	Currency
17a. Waste		17b. Refuse				
18. Simplified procedure						
19. Additional data						
20.Guarantee						
Date		Signature	Applicant			

A. Control Customs House
B. Customs House adopting the decision Sign here

METHOD OF COMPLETING THE APPLICATION OF THE AUTHORIZATION OF THE PROCEDURE FOR ACTIVE/PASSIVE PROCESSING

The application form of the authorization for the procedure for active/passive processing, which is enclosed with the Rulebook on the form, contents, method of lodging and completing the declaration and other forms in the customs procedure, and represents its constituent part, includes two parts. The first part of the application form is completed by the applicant, while the second part is completed by the Customs House or by the authorized customs office. The applicant shall complete the application form of the authorization in the following manner:

In Heading 1 (Code of CO) – enter the code of the customs office to which you submit the application form for the authorization for temporary import, and which issues the authorization for the processing procedure.

Heading 2 (Type of authorization) – enter the code of the authorization for special customs procedures under article 110 of the Customs Code.

Heading 3 (Number/date of receipt of the filled in application) – to be completed by the applicant only in the case when the applicant requires an amendment of an already issued authorization, by entering the date of receipt of the application form for amendment of the authorization.

Heading 4 (Code of requested procedure) – enter the relevant code of the type of procedure from the List of codes.

Heading 5 (Amendment of the authorization) – enter the code of the CO, the type, number and year of the authorization in case of amendment of an already issued authorization.

Heading 6 (Applicant) – enter the TIN, name, head office and address of the applicant.

Heading 7 (Holder of authorization) – enter the TIN, name, head office and the address of the holder of the authorization.

Heading 8 (Foreign company) – enter the code of the country, name, head office and address of the foreign company.

Heading 9 (Legal grounds) - enter the article, paragraph and item of the Customs Code providing the legal grounds for the procedure.

Heading 10 (Purpose and manner of use) – enter the main stages of the processing procedure.

Heading 11 (Place of use) – enter the place(s) where the processing shall be carried out.

Heading 12 (Time-limits) – enter the dates of the start and end of the processing procedure.

Heading 13 (Reproduction material) – enter the reproduction material used for processing of the product, in particular: ordinal number, tariff heading from the Tariff Nomenclature, name, quantity, unit measure, value of the reproduction material and the currency used. If a single processing results in an obtained product through the use of five or more types of reproduction materials, the Specification enclosed with the form of the authorization for the procedure of active processing shall be completed. If the processing procedure results in more products, the applicant shall first fill in the Specification of reproduction materials for the procedure of active processing, which shall state the total quantities of the reproduction materials within the scope of the authorization.

Heading 14 (Use of equivalent goods) – enter: “yes” if equivalent goods are used.

Heading 15 (End of procedure) – enter the procedures with the obtained products following the completion of its processing.

Heading 16 (Obtained products) – enter the ordinal number of the obtained product, its Tariff heading under the Tariff Nomenclature, name, quantity expressed in unit measure, unit measure, value of the obtained product and the currency from the List of codes. If the subject of the authorization is an obtained product through the use of several types of reproduction materials, or several obtained products, the applicant shall make a Specification and enter in it the first obtained (final) product, followed by the reproduction materials used to obtain such a product. The procedure shall be repeated for each subsequent obtained product. The enclosed form of the Specification shall serve only as a sample, since the applicant shall enter into it the reproduction materials that are incorporated in the obtained product.

Heading 17a. (Waste) – enter: “yes” if there is waste considered to be obtained product, as well as its relevant reproduction materials, in the quantities and with the value of the reproduction materials resulting in waste. If the processing involves several obtained (final) products with the same reproduction materials, the waste shall be deemed obtained product that resulted as the total

quantity for the same reproduction materials that entered into the composition of several obtained products.

Heading 17b. (Refuse) – enter the refuse, if any.

Heading 18 (Simplified procedure) – enter, if simplified procedures have been authorized, the number and date of the authorization, and the authority that authorized such procedures.

Heading 19 (Additional data) – enter any data that due to lack of space you were not able to enter in other headings.

Heading 20 (Guarantee) – enter the number and the year of the guarantee of a business bank deposited in the Customs Administration, and enter the name of the business bank.

Heading (Date, signature and applicant) – enter the date of lodging of the application, name and surname of the authorized person, name of the company – applicant and stamp.

The Customs House or the authorized customs office shall fill in the form of the authorization in the following manner:

Heading A (Control Customs House) – enter:

- on the first line – the name of the customs office that carries out the supervision and control of the processing procedure;
- on the second line – the code of the customs office.

Heading B (Customs House issuing the authorization) - enter the following:

- on the first line – name of the Customs House issuing the authorization;
- on the second line, separated with slashes – code of the customs house, number and date of issue of the authorization;

Under the second line, the form of the authorization shall be signed by the authorized customs official and stamped.

In case of an application form for amendment of an already issued authorization, please enclose a copy of the underlying authorization and a copy of its latest amendment containing the date to be amended. In such a case, the applicant shall fill headings 1, 2, 7 “Number and date of the authorization” from heading B, as well as the heading being amended.

Specification of reproduction materials for the procedure of active processing

1. Code of CO		2. Type, number and date of authorization E01 /				
3a. Type of procedure		3b. Name of procedure				
4a. TIN of the Holder of authorization		4b. Name, head office and address of the holder of the authorization				
5. No.	Tariff heading	Name of goods	Equivalent goods	Quantity of goods/UM	Value of goods	Currency

Specification of reproduction materials for the procedure of passive processing

1. Code of CO		2. Type, number and date of authorization E05 /			
3a. Type of procedure		3b. Name of procedure			
4a. 4a. TIN of the Holder of authorization		4b. Name, head office and address of the holder of the authorization			
5. No.	Tariff heading	Name of goods	Quantity of goods/UM	Value of goods	Currency

Specification of obtained products in the procedure of active/passive processing

1. Code of CO		2. Type, number and date of authorization				
3a. Type of procedure		3b. Name of procedure				
4a. 4a. TIN of the Holder of authorization		4b. Name, head office and address of the holder of the authorization				
16. Obtained products						
No.	Tariff heading	Name	Quantity	UM	Value	Currency
17a. Waste		17b . Refuse				
15. End of procedure						
13. Reproduction material						
No.	Tariff heading	Name	EP	Quantity	UM	Value	Currency

16. Obtained product							
No.	Tariff heading	Name		Quantity	UM	Value	Currency
17a. Waste			17b. Refuse				
15. End of procedure							
13. Reproduction material							
No.	Tariff heading	Name	EP	Quantity	UM	Value	Currency