

**ANNEX XII: CERTIFICATE OF REGISTRATION TO ACT AS A CUSTOMS
CLEARING AND FORWARDING OR COURIER SERVICE AGENT**



**ROYAL GOVERNMENT OF BHUTAN
MINISTRY OF FINANCE
DEPARTMENT OF REVENUE & CUSTOMS**

**CERTIFICATE OF REGISTRATION TO ACT
AS**

Registration No.:

Mr/Ms. _____ having a Trade License No. _____ is/are hereby authorized to transact business as a Customs Clearing agent/Courier Service. This registration will be valid for _____ years from the date of its issue.

It is a condition of this registration that in the case of a person or firm or company, the work shall be transacted only through the candidates holding passed and valid certificate of the exam conducted by the Department of Revenue & Customs. Any violation of the procedure shall be subject to fines and penalties and dealt in accordance with the Customs Act and the Regulations thereof and notifications issued from time to time.

Date of Issue:

Date of Renewal:

Signature of the Head of the Department.
Official seal

Terms and conditions:-

1. This registration is valid for the premise and purposes specified under the certificate.
2. Registration certificate is not transferable.
3. Any change to the purpose specified under the registration certificate shall be reported to the concerned RRCO.
4. Any change in the registration due to transfer of ownership, change of location or winding up of the business shall be reported to the concerned RRCO not later than 30 days from the date of occurrence and a tax clearance certificate must be obtained.
5. In the event of the transfer of ownership or winding up of the business without the notice of the Department, the current owner shall be liable for any outstanding tax and duty.
6. The management shall abide by the provisions of Bhutan Customs Act or any other Government orders issued in relation to the activities mentioned in the certificate of registration from time to time.