



Division of Customs Service

Department of Finance

P O BOX 5234 CHRB SAIPAN, MP 96950 TEL 670.664.1601/1610 FAX 670.664.1615



Application for Bonded Warehouse License

☐ New

☐ Renewal

The following information is to be completed by the principal of the company whose name appears on the Registrar of Corporations, or is a managing director, director, or a partner of the company or firm.

INFORMATION OF INDIVIDUAL APPLICANT

APPLICANT'S NAME: _____

APPLICANT'S TITLE: _____

SSN/TID/PASSPORT _____

APPLICANT'S EMAIL: _____

PHONE NO.: _____ MOBILE NO.: _____

INFORMATION OF BUSINESS/FIRM

BUSINESS NAME: _____

BUSINESS ADDRESS: _____
STREET ADDRESS AND/OR POST OFFICE BOX

CITY _____ STATE _____ ZIPCODE _____ COUNTRY _____

ADDRESS IN CNMI: _____
(If different than above)

BUSINESS EMAIL: _____

PHONE NO.: _____ FAX NO.: _____

DETAILS OF PROPOSED LICENSED PREMISES

Where licensee's books, records, and receipts relating to the entry and withdrawal of merchandise shall be kept.

☐ SAIPAN

☐ TINIAN

☐ ROTA

NAME OF VILLAGE _____

OPERATING HOURS START _____

CLOSE _____

TYPE OF BUILDING
Check One

☐ Stand Alone Warehouse

☐ Within Business
Premises

☐ Shop-house Warehouse for
Manufacturing

LICENSED PREMISES
Check One

☐ Class A: Private Bonded Warehouse

☐ Class C: In-Bound Manufacturing Warehouse

☐ Class B: Public Bonded Warehouse

☐ Class D: Cleaning, Sorting, Repacking Warehouse

DESCRIPTION OF GOODS TO BE STORED:

Attach additional pages if needed

Total value of goods expected to be imported
in the next 12 months:

\$

Total value of goods expected to be re-
imported in the next 12 months:

\$

Total value of goods expected to be
manufactured in the next 12 months:

\$

REQUIRED ATTACHMENTS

The documents listed below are required documents to this application.

- 1) Detailed site plan of the proposed bonded warehouse. Site plan shall contain the following:
 - a. whether the place proposed to be operated as a bonded warehouse exist or is to be constructed;
 - b. the type of construction of the facility, regardless of whether or not the facility already exists;
 - c. the area, within the facility that is to be used for the storage of goods;
 - d. detailed description of security measures to control access to the bonded warehouse premises and to provide secure storage of the goods in the area designated for that purpose; such as: doors and other building components of sturdy construction; secure locks on doors and windows; signs that indicate the security requirements applicable on the premises.
 - e. a plan for how goods will be stored in a manner so as to enable a Customs officer to locate the goods and check them against the appropriate documentation;
 - f. the amount and policy holder of fire and general liability insurance covering the value of the merchandise to be stored;
 - g. whether or not the applicant intends to store any hazardous materials, and what type. If applicant intends to store hazardous materials, applicant shall submit a plan providing for the safe-keeping of the goods. The applicant shall also attach a copy of his or her permit to operate such a facility as required by CNMI law/regulation.
- 2) Most recent Year-End Audited Financial Statement, or last-filed CNMI Tax Return.
- 3) Statement of the extent to which applicant will need to manipulate, unpack, pack, alter or combine goods with other goods while stored in bonded warehouse.
- 4) Organizational chart showing the personnel in charge of the intended licensed premises. The chart should contain the full names and responsibilities of your staff.

RESPONSIBLE PERSON(S) TO BE CONTACTED In Case of Emergency After Office Hours

PRIMARY

NAME OF PERSON

MOBILE NO.

OTHER PHONE NO.

ADDITIONAL

NAME OF PERSON

MOBILE NO.

OTHER PHONE NO.

ADDITIONAL

NAME OF PERSON

MOBILE NO.

OTHER PHONE NO.

CERTIFICATION

The undersigned certifies under penalty of perjury to the following:

1. All of the above information, including attachments, are true and correct to the best of my knowledge.
2. Neither myself, nor my company, is involved directly or indirectly, or through third parties, in cartage, common carrier, inland trucking, unloading, or transportation of merchandise in the CNMI.
3. I have never been convicted, found, or plead guilty, or any criminal act.
4. I have reviewed all the provisions of the Dept. of Finance-Division of Customs Regulations § 70-10.1-1001 through 1080, a copy having been provided to me from Customs with this Application.
5. If I have applied for a Class A or Class B Customs Bonded Warehouse License, I shall comply with the provisions of the prevailing Federal Minimum Wage Law Requirement.
6. I shall comply with all applicable CNMI laws and regulations in the operation of this Customs Bonded Warehouse.

Dated this _____ day of _____ 20 _____

Print Name & Official Title

Signature

FOR OFFICIAL USE ONLY

REVIEWED BY:

APPROVED BY:

Officer Signature

mm / dd / yyyy

Director Signature

mm / dd / yyyy