**GUIDELINES AND CONDITIONS FOR APPLICATION BY A MANUFACTURER TO REGISTER IMPORTATION OF GOODS IN TERMS OF REBATE ITEM 318.03/9028.30/01.06 FOR USE IN THE MANUFACTURE OF ELECTRICITY METERS, CLASSIFIABLE UNDER TARIFF SUBHEADING 9023.38.**

**1. PURPOSE**

1.1. The purpose of this document is to provide a reference and procedural guide for the application for a permit in terms of rebate provision 318.03/9028.30/01.06 for the importation of components used in the manufacturing of electricity meters.

### 2. SCOPE

2.1. The scope of this document covers the application process by applicants for a permit in terms of the above mentioned rebate provisions.

###### 3. THE PURPOSE OF THE REBATE

3.1. The purpose of the rebate item is to assist SACU electricity meters manufacturers, by providing a customs duty waiver on those products that attracts duties but are not produced, or are insufficiently produced, domestically so as to reduce the input costs.

**4. APPLICATION**

4.1. Applicants must register with the South African Revenue Service (SARS) as users of the rebate provision, and they must acquaint themselves with the requirements of SARS.

4.2. Applications for rebate permits must be addressed to the International Trade Administration Commission of South Africa, Private Bag X 753, Pretoria, 0001, or delivered by hand to the DTI Campus (Block E), 77 Meintjies Street, Sunnyside, Pretoria.

4.3. Applications for permits must be submitted according to the requirements reflected in the application form concerned. If the space provided in the application form is insufficient, the format of the application form to submit the requested information must be used.

4.4. If all the information requested in the application form is not submitted, the application will not be considered, and will be returned to the applicant.

4.5. At least fourteen (14) working days must be allowed for the processing of rebate permit applications and the issuing of the rebate permit.

4.6 Each rebate permit issued in terms of these Guidelines will define the period during which the products concerned can be cleared with rebate of duty, and the period shall be for a calendar year, starting from the date on which the permit was issued or a shorter period as requested by the Applicant and granted by ITAC, or shorter period as decided upon by ITAC. ITAC shall bear sole discretion in this regard.

4.7 Rebate permits may not be transferred in any manner by the holder thereof to any other person, or be used to the benefit of any person not named in the permit.

5. Applications submitted in terms of this rebate provision will be subject to the following requirements:

5.1. Rebate item 318.03/9028.30/01.06 provides for rebate of customs duty on components and materials specified in permits for use in the manufacture of prepayment electricity supply meters (classifiable under tariff subheading 9028.30). It should, however, be noted that in terms of the Preferential Procurement Policy Framework Act, components such as PC boards, connecting cables, enclosures and assembling must be 100% locally manufactured. As such, these products are excluded from the rebate provision

5.2. Only assemblers/manufacturers of electricity meters will qualify for a permit under this rebate provision;

5.3. The applicant must comply with labour laws, regulations and agreements gazetted by the Minister of Labour and Bargaining Council. Proof must be provided by submitting certified copies of Bargaining Council compliance, where applicable, UIF registration as well as proof of salaries being paid;

5.4. The applicant must provide, in each permit application, the number of jobs it expects to create annually as a result of the rebate. The applicant must submit to ITAC an annual report on its job creation performance; and

5.5. The applicant must submit a Tax Clearance Certificate and VAT Certificate.

6. Any request for an amendment to a rebate permit must be forwarded to ITAC for consideration. Amendments will only be considered in the following instances:

a) error by ITAC on permit;

b) error by applicant regarding the product description or tariff subheading. This will only be processed if the request is accompanied by a confirmation from SARS in this regard.

7. Should any party misplace a permit, the applicant should submit an affidavit on a company letterhead endorsed by a Commissioner of Oaths, stating that the permit was lost and the circumstances surrounding the loss of such permit. ITAC may, on the facts furnished, exercise its discretion to issue a new permit. Should the lost permit be found, the applicant must return such permit to ITAC.

8. An extension of the one year period from the date which the permit is valid may be granted. Extensions will only be granted where the relevant permit has not expired, and in the view of ITAC, good cause warrants extension of such permit. Such discretion shall lie solely with ITAC. Extensions will only be permitted for a period up to 3 months and the party applying for the extension must submit a letter and supporting documents to ITAC, furnishing reasons and good cause for the extension.

9. The rebate permit will be valid for twelve months from date of issue, or a shorter period as decided upon by ITAC.

10. Rebate permits may not be transferred in any manner by the holder thereof, to any other person, or be used to the benefit of any person, not named in the permits.

11. Non-compliance to the conditions of permits:

Where there is reason to believe that any condition of a permit issued, in terms of this rebate provision is not complied with, the consignment in terms of which the rebate was used can be seized by ITAC. If non-compliance is established, appropriate steps in terms of the International Trade Administration Act and the Customs and Excise Act will be taken and that may include, criminal charges, withdrawal of the permit or permits concerned and/or the rejection of future applications for permits.

**INTERNATIONAL TRADE ADMINISTRATION COMMISSION OF SOUTH AFRICA**

**APPLICATION FOR A PERMIT IN TERMS OF REBATE PROVISION 318.03/9028.30/01.06**

**INFORMATION REQUIRED IN SUPPORT OF AN APPLICATION FOR A PERMIT IN TERMS OF THE REBATE PROVISION 318.03/9028.30.06 FOR REBATE OF THE CUSTOMS DUTY ON IMPORTED COMPONENTS USED IN THE MANUFACTURE OF ELECTRICITY METERS**

**1. DETAILS OF APPLICANT:**

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| * 1. **Name: ………………………………………………………………………………**   2. **Postal address: ……………………………………………………………….**   **………………………………………………………………..**  **………………………………………………………………..**   * 1. **Telephone no.: ………………………………………………**   2. **E-mail address: ……………………………………………..**   3. **Importer’s code: ………………………………………………………………**   4. **Name of contact person: ……………………………………**   5. **Physical address: ……………………………………………………………..**   **………………………………………………………………**   * 1. **Physical address of premises where the manufacturing of electricity meters will take place.**   **………………………………………………………………………..**  **……………………………………………………………………..**  **………………………………………………………………………..** |

**2. IF THE APPLICANT IS NOT THE MANUFACTURER, SUBMIT THE FOLLOWING DETAILS IN RESPECT OF THE MANUFACTURER.**

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| **Manufacturer:…………………………………………………………**  **Customs code:…………………………………………………………**  **VAT registration no: ………………………………………………….**  **Postal address: ……………………………………………………….**  **……………………………………………………...**  **………………………………………………………**  **Contact details of manufacturer:**  **Contact person: ……………………………………………………….**  **Telephone no.: ……………………………………………………….**  **Cell no.: …………………………………………………………………**  **Fax no.: ………………………………………………………………….**  **Email address: …………………………………………………………**  **Physical address of premises where the further manufacturing of electricity meters will take place**  **…………………………………………………………………………………………...**  **……………………………………………………………………………………………**  **…………………………………………………………………………………………….** |

**3. DETAILS OF ACTUAL IMPORTS IN TERMS OF THE PREVIOUS PERMIT:**

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| 1. **Permit No. …….………………………………………….** 2. **Quantity in Kg: …………………………………………..** 3. **Value in R: ………………………………………………..** |

**4. DETAILS OF INFORMATION IN RESPECT OF EACH OF THE IMPORTED COMPONENTS AND IN WHICH THE REBATE IS APPLIED FOR:**

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| 1. **Description of import product/s as in the customs tariff book:** 2. **…………………………………………………………………..** 3. **…………………………………………………………………..** 4. **…………………………………………………………………..** 5. **…………………………………………………………………..** 6. **Tariff subheading/s of each product:** 7. **…………………………………………………………………** 8. **…………………………………………………………………** 9. **…………………………………………………………………** 10. **…………………………………………………………………** 11. **Customs FOB Value in R:** 12. **…………………………………………………………………** 13. **…………………………………………………………………** 14. **…………………………………………………………………** 15. **…………………………………………………………………** 16. **Quantity (use statistical unit as in the customs tariff book):** 17. **…………………………………………………………………** 18. **…………………………………………………………………** 19. **…………………………………………………………………** 20. **…………………………………………………………………** 21. **Country/ies importing from:** 22. **……………………………………………………………** 23. **…………………………………………………………….** 24. **…………………………………………………………….** 25. **…………………………………………………………….** |

**5. DETAILS OF INFORMATION IN RESPECT OF THE FINAL PRODUCT (ELECTRICITY METERS:**

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| **13. Description as in customs tariff:**   1. **………………………………………………………………** 2. **………………………………………………………………** 3. **……………………………………………………………….** 4. **……………………………………………………………….**   **14. Tariff subheading/s:**   1. **………………………………………………………………..** 2. **………………………………………………………………..** 3. **…………………………………………………………………** 4. **…………………………………………………………………**   **15. Customs FOB Value in R:**   1. **……………………………………………………………….** 2. **………………………………………………………………** 3. **………………………………………………………………** 4. **………………………………………………………………**   **16. Quantity (use statistical unit as in the customs tariff book):**   1. **………………………………………………………………** 2. **……………………………………………………………….** 3. **……………………………………………………………….** 4. **……………………………………………………………….** |

1. Provide written confirmation that the applicant complies with labour laws, regulations and agreements gazetted by the Minister of Labour.
2. The applicant must provide the number of jobs it expects to create annually as a result of the rebate.
3. The applicant must submit a Tax Clearance Certificate and VAT Certificate.
4. Provide a copy of your previous rebate permit (if applicable).
5. Complete the following declaration:

SWORN AFFIDAVIT

**Submit the following declaration by the CEO or duly authorized representative of the company:**

I,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (full names) with identity number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, in my capacity as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (hereinafter referred to as the applicant) hereby declare under oath that the information furnished in this application is to the best of my knowledge true and correct.

**NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DESIGNATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**I CERTIFY THAT THE DEPONENT HAS ACKNOWLEDGED THAT HE/SHE KNOWS AND UNDERSTANDS THE CONTENTS OF THIS STATEMENT, AND THAT HE/SHE HAS NO OBJECTION TO TAKING THE PRESCRIBED OATH, AND THAT HE/SHE CONSIDERS THIS OATH TO BE BINDING ON HIS CONSCIENCE. THE STATEMENT WAS SWORN TO/ AFFIRMED TO BEFORE ME AND THAT THE DEPONENTS SIGNATURE WAS PLACED THEREON BEFORE ME.**

**SIGNED and SWORN to before me at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ this \_\_\_\_ Day of \_\_\_\_\_\_\_\_\_ Year.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

#### COMMISSIONER OF OATH

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

#### ­Full names and surname