



09 462 37804      **TRADE AND EXCHANGE DEPARTMENT**

09 462 37802

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**REF: TED/FEM/FPC/GEN/01/34**

**December 7, 2012**

**TO: ALL AUTHORISED DEALERS,  
NIGERIA CUSTOMS SERVICE,  
SCANNING SERVICE PROVIDERS AND  
THE GENERAL PUBLIC**

**AUTOMATION OF FOREX FORMS ON THE TRADE  
MONITORING SYSTEM (SINGLE WINDOW SYSTEM FOR  
TRADE)**

Further to our circular ref: TED/FEM/FPC/GEN/01/031 in respect of the above, all Authorized Dealers, Scanning Service Providers, the Nigeria Customs Service (NCS) and the General Public are hereby informed that the commencement date for the full implementation of Taxpayer Identification Number (TIN) on the trade portal scheduled for 6<sup>th</sup> December, 2012 has been extended to 13<sup>th</sup> December, 2012.

During the period of the extension, from 6<sup>th</sup> to 12<sup>th</sup> December, 2012, the following are to be complied with:

1. Submission of the e-Form 'M' will be done electronically by all banks with or without TIN validation from 6<sup>th</sup> December, 2012;
2. The non-pilot banks to request their customers to validate their TIN before 13<sup>th</sup> December 2012;
3. Scanning Service Providers(SSPs) to accept e-Form 'M' with or without TIN validation and Address; and

4. Importers to ensure that address on Pro-forma Invoice (PFI) to be Head Office address (not branch office address) and should agree with the address used for TIN and that in the NCS database.

All Authorized Dealers are, therefore, required to continue the on-line submission of the Forms 'M' using either the TIN or RC Numbers until 13<sup>th</sup> December, 2012.

Please ensure compliance accordingly.



**N. T. IGBA**

**for: DIRECTOR,**

**TRADE & EXCHANGE DEPARTMENT**