

Procedure for Movement of laptop and video projection systems.

STP Units are permitted to freely move on temporary basis, the imported / indigenously procured laptops and video projector system as per the Foreign Trade Policy and Customs Circular No. 17/2003 dt. 24/3/2003. The movement of these items may be for project purpose / demo / exhibition within the same jurisdiction or the different jurisdiction.

For obtaining the NOC for shifting of CG from STPI, the STP member unit should have

- Valid STP status
- Valid Legal Agreement
- Valid Private Bonded Ware House Licence (PBWHL)

Procedure for movement of Laptop Computer or Video Projection Systems

- The STP Units are permitted to carry the Laptop and Video projection systems cleared duty free outside the bonded area for carrying out official work. The unit is required to obtain permission from STPI and Customs for the same.

Following are the documents to be submitted to STPI for permission.

- Request letter seeking for permission to take laptop or video projection systems.
- A separate Annexure Indicating Name of Employee, Designation, Sl.No. of Laptop or videoprojector, BOE No & date, Bond No. & date and STP Approval No (import or CT3) & Date. Authorized signatory should sign the annexure and office seal to be affixed.
- Enclose a copy of STP import approval / CT3 approval along with attested invoice and copy of Bill of Entry / AR3 with the request.

After obtaining permission for movement of Laptop Computer or Video Projection Systems is obtained from STPI, the unit should approach customs for shipping the CG and also for updation in the bond register and attestation of the same by customs authorities.

Once the Laptop Computer or Video Projection Systems is brought back to the bonded area, the same is required to be intimated to STPI and customs authorities and accordingly endorsement in the bond register.

Note that the CG value will be added when CG is sent back after completion of the project, in all other cases CG balance is not affected.

Comments : For any comments or suggestions, mail us to exim@blr.stpi.in