

'APPROVED SMALL COMMERCIAL CARRIER'

Any '**Approved Small Commercial Carrier**' importing or exporting goods carried as freight are required to be approved, in advance, by JCIS before shipping such goods into and out of the Island. In order to benefit from this status, the Small Commercial Carrier must abide by the following; **TERMS AND CONDITIONS:**

JCIS means the Jersey Customs & Immigration Service

1. To abide by the terms of Agent's Directive No. 3 and 4.
2. To maintain up to date account details on CAESAR at all times (e.g. change of name, trading address, etc).
3. To ensure an 'Import Groupage Manifest' is uploaded within 24 hours prior to arrival in Jersey. This will be done by way of remote access through the JCIS computer system, CAESAR, unless otherwise agreed with the Agent of the Impôts.
4. To ensure an 'Export Groupage Manifest' is uploaded within 24 hours prior to departure from Jersey. This will be done by way of remote access through the JCIS computer system, CAESAR, unless otherwise agreed with the Agent of the Impôts.
5. To ensure any person submitting Import & Export Groupage manifests are adequately trained.
6. When acting on behalf of a 'Non Approved Importer' the 'Small Commercial Carrier' will clear the goods through their Small Commercial Carrier account.
7. When carrying goods for an 'Approved General Importer' the Small Commercial Carrier will enter the correct Business or Individual account number to the groupage manifest.
8. To provide JCIS with information relating to imported or exported goods and to produce any books or documents of whatever nature relating to the goods.
9. To notify JCIS immediately in the event of any imported or exported goods being found to be prohibited or restricted, or suspected to be so.
10. To provide every reasonable assistance to JCIS Officers requiring to examine or take samples of imported or exported goods.
11. To pay, all duties prior to arrival, or on arrival in Jersey via the CAESAR system.
12. To acknowledge that any goods not manifested will be dealt with by JCIS
 - a. Under Article 32 of the Customs and Excise (Jersey) Law 1999 'The Agent of the Impôt' may allow such goods (including un-manifested / misdeclared goods) to be dealt with as he sees fit.'
13. To agree that JCIS will share manifest data, in a lawful manner, with inspectors from the Environment Department and Health & Social Services in order that

they can carry out their duties relating to the movement of goods which impact upon plant, animal and human health, in an efficient manner.

14. To maintain proper 'Approved Small Commercial Carrier' records relating to imported goods as prescribed in Agent's Directive No. 3. (Please note, however, that records held in relation to the Goods and Services Tax must be held securely for 6 years).
15. To acknowledge that in the event of failure to abide by the terms of this undertaking, without reasonable excuse, the status of 'Approved Small Commercial Carrier' may be suspended or revoked as the Agent of the Impôts sees fit.
16. To agree that in the event of the 'Approved Small Commercial Carrier' account being suspended or revoked by JCIS due to non-compliance with these terms and conditions, or any other JCIS requirements, full settlement of any arrears will be made on demand.
17. To acknowledge that, notwithstanding any other penalties that may be applicable under the Law or specified in this Undertaking, Article 25 (6) of the Customs & Excise (Jersey) Law 1999 entitled 'Entry of goods on importation' states: "If the proprietor or consignee fails to comply with any of the provisions of this Article the proprietor or consignee shall be liable to a fine not exceeding level 4 on the standard scale (£5,000)".
18. To acknowledge, notwithstanding any other penalties that may be applicable under the Law or specified in this Undertaking, Article 35 (4) of the Customs & Excise (Jersey) Law 1999 entitled 'Entry outwards of certain goods' states: Where goods are shipped or made waterborne as described in paragraph (3) with fraudulent intent, any person concerned therein with knowledge of that intent shall be liable to a fine or to a term of imprisonment not exceeding 2 years, or to both.