

# EXPORT GOODS RETURN DECLARATION AND REQUEST FORM

Document Ref No: \_\_\_\_\_

Original Export Invoice No.		Original Export Date	
Customs Declaration No.		Return Request Date	
Country of Destination		Port of Re-entry	

## EXPORTER (SELLER) INFORMATION

Company Name:	Contact Person:
Address:	Phone No:
Tax ID/ VAT No:	Email:

## FOREIGN BUYER (IMPORTER) INFORMATION

Company Name:	Contact Person:
Address:	Phone No:
Tax ID/ VAT No:	Email:

## REASON FOR RETURN DECLARATION

- Defective / Damaged Goods  
 Incorrect Specifications / Wrong Items  
 Excess Quantity Delivered  
 Rejected by Customs (Importing Country)  
 Overstock Return Agreement  
 Other (Specify below)

Detailed Explanation:

## SCHEDULE OF RETURNED GOODS

No.	Item Code / SKU No.	Description of Goods	HS Code	Qty Returned	Unit	Unit Value (USD)	Total Value (USD)
1							
2							
3							
4							
Grand Total Value:							

## RETURN SHIPMENT & LOGISTICS DETAILS

Carrier / Shipping Line		Bill of Lading / AWB No.	
Incoterms for Return		Estimated Arrival Date	

## DECLARATIONS & SIGNATURES

We hereby declare that the goods detailed above are being returned to the original exporter under the reasons stated. We request customs clearance authorization for the re-import of these goods. We certify that the information provided on this form is true, accurate, and complete to the best of our knowledge.

**Authorized Representative (Buyer/Importer)**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date & Signature: \_\_\_\_\_

**Authorized Approval (Seller/Exporter)**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date & Signature: \_\_\_\_\_

\* Please attach the original Export Customs Declaration, Bill of Lading, and Original Export Invoice to this application.