



St Kitts - Nevis Customs & Excise Department

"To Protect and Collect"

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MEMORANDUM

TO: CARRIERS, AGENTS, BROKERS, GENERAL PUBLIC AND CUSTOMS STAFF

FROM: CUSTOMS MANAGEMENT

SUBJECT: PROOF OF IDENTIFICATION WHEN RECEIVING GOODS

In an effort to harmonise procedures at our various sections and fulfil the Customs' mandate to protect the Federation of St. Kitts and Nevis from risks arising from international trade, the St. Kitts - Nevis Customs and Excise Department will be implementing new requirements for the clearing of non – commercial cargo. Persons seeking to clear non – commercial cargo will now be required to provide valid personal identification to the Customs Officer. The following types of valid identification will be accepted by the Customs Department:

- Passport
- Social Security Card
- Driver's License
- National Identification Card

The name on the identification presented must be consistent with that on the packaging of the goods being cleared. If anyone seeks to clear non – commercial goods on behalf of someone else the following must be provided:

- A letter from the importer or consignee of the goods granting the person clearing the goods, permission to clear the goods on his/her behalf. The letter must be addressed to the Comptroller of Customs and signed by the importer or consignee of the goods.
- Any of the above listed identifications of the importer or consignee or a copy of both the front and back of such identification. The signature on the said identification submitted must be consistent with that on the letter from the importer or consignee.
- Any of the above listed identifications for the person clearing the goods on behalf of the importer or consignee.

All identifications will be copied or scanned for record purposes. The above requirements will come into effect as of 1st June, 2015. The St. Kitts - Nevis Customs and Excise Department solicits the cooperation of the general public and all concerned in improving its efficiency and effectiveness.



Kennedy De Silva
Dep. Comptroller of Customs (Ag)

