



St Kitts - Nevis Customs & Excise Department

"To Protect and Collect"

COMPTROLLER'S OFFICE

MEMORANDUM

TO: COMMERCIAL IMPORTERS, CUSTOMS BROKERS AND CUSTOMS CLERKS

FROM: COMPTROLLER OF CUSTOMS (AG.)

SUBJECT: ONLINE PAYMENT FOR COMMERCIAL IMPORTERS

DATE: 20TH SEPTEMBER, 2022

The Customs and Excise Department (CED) launched the Customs Payment System (CPS) in 2021. The CPS provides both commercial and non-commercial importers, the ability to pay for their goods through an online portal. As it relates to commercial importers, with approved accounts, the CPS offers the ability to:

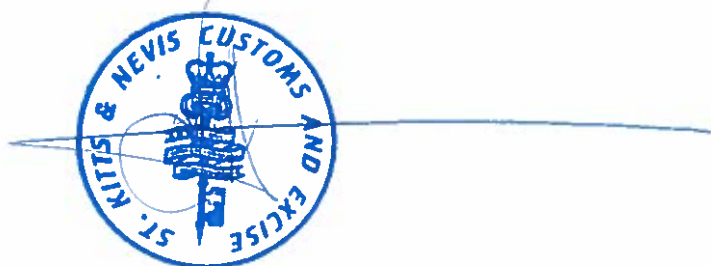
- Pay by card or electronic funds transfer (EFT)
- Pay for single or multiple consignments
- Find out the treatment of their imports
- Keep an account of paid and unpaid consignments
- Set payment limits for account holders
- Construct reports as it relates account activities
- Examine the possibility for the CPS to communicate with the accounting system of business

All of these can be done from the convenience of their computers. This significantly reduces cost of operations, improves the efficiency and the productivity of businesses, as it would no longer be necessary for business persons to attend to the CED, and wait in lines to transact their business. Once the payment is made and processed, the CPS account would be able to reflect the treatment of the goods and thus give the account holder an opportunity to better allocate their scarce resources.

The CED would like to inform all commercial importers that the CPS will be the only means of ensuring that they avoid the peak season congestion, as it relates to the payment and processing of their declarations. The CED is encouraging all commercial importers to "pay online and save time". Commercial importers can apply for their account by clicking the CPS button under login member on

our website www.skncustoms.com, once this is done proceed to click the blue Commercial button, followed by the New Registration button, complete the application, uploading the required documents and submit.

If you need assistance please contact our customer service representative Ms. Kishma Griffin, Customs Officer IV at 1-869-662-2037. The CED is offering a training in the use of approved accounts for any account holder.



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Jomo Butler
Comptroller of Customs (Ag.)