

## NOTIFICATION OF THE DEPARTMENT OF FOREIGN TRADE

Re: Rules and Procedures for Application for a License to Import Used Motorcycles

(No. 1)

B.E. 2539 (1996)

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In order to comply with Clause 4 of the Regulation of the Ministry of Commerce on Import Licensing for Used Motorcycles into the Kingdom (No. 1) B.E. 2539 (1996), the Director-General of the Department of Foreign Trade hereby issues this Notification, as follows:

Clause 1      Application Procedures

1.1      The application for an import license shall be submitted to the Department of Foreign Trade before importing motorcycles into the Kingdom, using the application form, and presenting such evidence as required by the Department of Foreign Trade, and such motorcycles may be imported into the Kingdom only after receipt of the license.

1.2      The originals of all documents shall be presented, together with 1 set of the certified copies thereof. If any original document may not be presented, a copy thereof certified by the issuing authority or a Thai authority located in that country may be presented instead.

Any document to be presented which is written in a foreign language other than English shall be translated into Thai and certified by a reliable entity.

1.3      In case of an application for a license to import a used motorcycle for personal use, if the applicant has not yet returned to stay in Thailand, the copies of such documents to be presented under this Notification as certified by the issuing authorities under Clause 1.2 may be presented instead, provided that the Department of Foreign Trade shall consider the application and issue a license only upon the applicant's return to stay in Thailand and presentation of the originals thereof.

Clause 2      Evidence in support of the Application

2.1      Import for Personal Use

- (1)      A passport;
- (2)      A motorcycle registration;

(3) A driving license for motorcycle in the country where such vehicle was used or an international driving license;

(4) A copy of the house registration card;

(5) In case of a civil servant, a copy of the order for the trip issued by the government agency in charge;

(6) In case of a foreigner, such evidence per (1), (2) and (3), and evidence of permission to enter to stay in Thailand by the Immigration Bureau, Royal Thai Police Department, and a valid work permit issued by the Ministry of Labor and Social Welfare, and if the applicant for an import license is a dependent of a Thai spouse, a proof of spousal relationship must be produced.

## 2.2 Import with Tax Exemption or Compensation

(1) A letter of intent to apply for an import license from the government agency or state enterprise, signed by the head of such government agency or state enterprise, describing the purpose of such import, details of the vehicles intended to be imported, including volume, type or kind, make, model year, cylinder capacity, vehicle identification number (VIN), price, import duty tariff and country of export, including other relevant details;

(2) A certification letter from the Department of Technical and Economic Cooperation or any relevant authority;

(3) Such documents describing details relating to the vehicles intended to be imported, e.g., invoice, proforma invoice, purchase and sale agreement, vehicle registration, or other relevant documents.

## 2.3 Import by Government Agency, State Enterprise or Public Charitable Organization

(1) A letter of intent to apply for an import license from the government agency, state enterprise or public charitable organization, signed by the head of such government agency, state enterprise or public charitable organization, describing the purpose of such import, details of the vehicles intended to be imported, including volume, type or kind, make, model year, cylinder capacity, vehicle identification number (VIN), price, import duty tariff and country of export, including other relevant details;

(2) In case a public charitable organization applies for an import license, an affidavit of incorporation as such under Thai law, not older than 6 months on the date of submission of the application;

(3) Such documents describing details relating to the vehicles intended to be imported, e.g., invoice, proforma invoice, purchase and sale agreement, vehicle registration, or other relevant documents.

#### 2.4 Temporary Import

(1) A letter of intent to apply for an import license describing the applicant's business, purpose of such import, details of the vehicles intended to be imported, including volume, type or kind, make, model year, cylinder capacity, vehicle identification number (VIN), price, import duty tariff and country of export, including other relevant details;

(2) In case the applicant is a legal entity, an affidavit of incorporation as a legal entity, not older than 6 months on the date of submission of the application;

(3) Such documents describing details relating to the vehicles intended to be imported, e.g., invoice, proforma invoice, purchase and sale agreement, vehicle registration, or other relevant documents.

#### 2.5 Import for Immediate Re-export out of the Kingdom

(1) A letter of intent to apply for an import license describing the purpose of such import, details of the vehicles intended to be imported, including volume, type or kind, make, model year, cylinder capacity, vehicle identification number (VIN), price, import duty tariff, date of arrival in Thailand, and country of export, including other relevant details;

(2) In case the applicant is a legal entity, an affidavit of incorporation as a legal entity, not older than 6 months on the date of submission of the application;

(3) Such documents describing details relating to the vehicles intended to be imported, e.g., invoice, proforma invoice, purchase and sale agreement, vehicle registration, or other relevant documents.

#### 2.6 Import as Prototype for Manufacture or Research and Study

(1) A letter of intent to apply for an import license describing the purpose of such import, details of the vehicles intended to be imported, including volume, type or kind, make, model year, cylinder capacity, vehicle identification number (VIN), price, import duty tariff and country of export, including other relevant details;

(2) In case the applicant is a legal entity, an affidavit of incorporation as a legal entity, not older than 6 months on the date of submission of the application;

(3) Such documents describing details relating to the vehicles intended to be imported, e.g., invoice, proforma invoice, purchase and sale agreement, vehicle registration, or other relevant documents.

Clause 3      Receipt of the License

The licensee to import a used motorcycle for personal use shall present the passport or any other document issued by the government agency to demonstrate that the applicant has entered and resided in Thailand.

Clause 4      Place of Submission of the Application

4.1      The application for an import license shall be submitted to the Foreign Trade Service Center, Department of Foreign Trade, Product Standard Office Building, Ratchadamnoen Klang Road, Phra Nakhon District, Bangkok.

4.2      In case of an application for a license to import a used motorcycle for personal use, other than the place in Clause 4.1, the application for a license may be submitted to the four Regional Foreign Trade Offices as follows:

(1)      The Foreign Trade Office at Chiang Mai Airport, Sanambin Road, Tambon Suthep, Amphoe Mueang, Chiang Mai Province;

(2)      The Southern Foreign Trade Office, Songkhla Province, Sripoovanart Nai Road, Amphoe Hadyai, Songkhla Province;

(3)      The Foreign Trade Office at Sattahip Port, Chonburi Province, No. 334/1, Moo 10, Sukhumvit Road, Tambon Bang Phra, Amphoe Si Racha, Chonburi Province;

(4)      The Foreign Trade Office at Khon Kaen Province, No. 165/22, Pracha Samosorn Road, Tambon Nai Mueang, Amphoe Mueang, Khon Kaen Province.

This Notification shall come into force as of now.

Notified on the 23<sup>rd</sup> day of May B.E. 2539 (1996).

(Mr. Pracha Charutrakulchai)

Director-General of the Department of Foreign Trade

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