

Digital Signing

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Trade Single Window

Digital Signing

Electronic User Manual

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Application of Import/Export Licence for Rice or Import and Export Statements for Dutiable Commodities can be submitted via the following methods:

- (i) “Organisational Digital Certificate”; or
- (ii) “iAM Smart+”.

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(i) Application through “Organisational Digital Certificate”

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Select “Organisational Digital Certificate” after filling in information and checking all the boxes to accept

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Click “Choose file” to upload the digital certificate

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Sign your application form with the password and click “Confirm”

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Click “Submit”

8

Upon successful submission, the submission result will be displayed and an acknowledgement email will be sent to your email box. Please call 2117 3348 if no email is received.

Note: An acknowledgement email will be received after submitting application of Import and Export Statements for Dutiable Commodities only

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Open the notification email

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You shall find the application details, meaning your application is under process.

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(ii) Application through “iAM Smart+”

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Upon login with “iAM Smart”, users may select “iAM Smart+” after filling in information and checking all the boxes to accept

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Click “Submit using iAM Smart”

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Open “iAM Smart” app on your mobile phone

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Click “To Sign”

16

Click “Sign”

17

Click “Verify Fingerprint”

18

Click “Pass”

19

Click “OK” to continue

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Open the notification email

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End of Chapter

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