



འོང་འབབ་དང་ཅ་དམ་ལས་ཁུངས།
དངུལ་རྩིས་ལྷན་ཁག།

DEPARTMENT OF REVENUE & CUSTOMS
MINISTRY OF FINANCE
THIMPHU



DRC/EXC (04) DFS/2016/

Date: 23rd December 2016

NOTIFICATION

The Department of Revenue and Customs would like to inform all the concerned members of Duty Free Shop that their membership shall expire by 31 December 2016.

Therefore all the members are requested to renew their membership from 1st January 2017 to continue availing duty free facilities.

The application form for both renewal and new membership is available on Ministry of Finance Website (www.mof.gov.bt). For further enquiry kindly contact Department of Revenue and Customs during office hours at contact number **975-02-322319, 324537**.

**DIRECTOR
(DRC)**



འོང་འབབ་དང་ཅ་དམ་ལས་ཁུངས།
དངུལ་རྩིས་རྒྱན་ཁག།

DEPARTMENT OF REVENUE & CUSTOMS
MINISTRY OF FINANCE
THIMPHU



DUTY FREE MEMBERSHIP APPLICATION FORM

Date: _____

Please fill in personal details as below:

1. Name : _____
2. Designation: _____
3. CID no: _____
4. EID no: _____
5. Date of Promotion _____
6. Passport No: _____ (For Representatives of International Organization)
7. Duration of stay: _____ (For Representatives of International Organization)
8. Work Address: _____
9. Contact No:(Office) _____ (Mobile) _____
10. Email ID: _____

Documents enclosed

- 1.Promotion Order from RCSC
- 2.Copy of passport, Citizenship Identity Card
- 3.Two copies of passport size photograph
- 4.Letter from concerned Organization
- 5.Any other relevant documents

Terms and Conditions

1. The membership card should be renewed annually on the calendar year basis.
2. All the international representative and diplomats should surrender the card on expiry of their tenure in the country.
3. The member card holders should surrender the card on their retirement from the service.
4. Any members on foreign transfer should surrender the membership card and reapply on their return.
5. The membership card is allotted purely for personal use and the privilege extended shall not be used for commercial purpose.

Failing to abide by the above provisions shall be dealt as per the provisions of Rules and Regulation governing the operation of Duty Free Shop.

I, hereby declare that I have read and understood the above terms and conditions and shall be held fully responsible for breach of the above provisions.



འོང་འབབ་དང་ཅ་དམ་ལས་ཁུངས།
དངུལ་རྩིས་རྒྱན་ཁག།

DEPARTMENT OF REVENUE & CUSTOMS
MINISTRY OF FINANCE
THIMPHU



Date: _____

Name & Signature

DUTY FREE MEMBERSHIP RENEWAL FORM

Date: _____

Please fill in personal details as below:

1. Name : _____ Membership No. _____
2. Designation: _____
3. CID no: _____
4. EID no: _____
5. Date of Promotion _____
6. Passport No: _____ (For Representatives of International Organization)
7. Duration of stay: _____ (For Representatives of International Organization)
8. Current Work Address: _____
9. Contact No:(Office) _____ (Mobile) _____
10. Email ID: _____

I, hereby declare that I have read and understood the terms and conditions given under membership application form and shall be held fully responsible for breach of the above provisions.

Date: _____

Name & Signature