



Customs & Border Control Service Trader Registration Form

P.O. Box 898 George Town | Grand Cayman KY1-1103 | Cayman Islands
Facsimile: (345) 945-1573 | Telephone: (345) 949-4579 | www.cbc.gov.ky

The following information is required to issue an Importer/Exporter Identification Number

Company or Individual should check the appropriate Categories box which relates to their business with Customs

Categories: Importer | Exporter | Bonded Warehouse | Shipping Company/Agent | Customs Broker

If your business is registered as company with Registrar of Companies Dept. please provide both names

(A) COMPANY / ORGANISATION (complete this section)

1. Trade / Business Name: _____ | 2. T/B License No: _____
(As Registered with Trade / Business License Board)

3. Registered Name of Company: _____ | 4. Registrar No: _____
(As registered with Registrar of Companies)

5. Business Start Date: ____/____/____ | 6. Type of Business: _____
dd mm yyyy

7. Address Type: Business | Branch | Other: _____

(B) INDIVIDUAL (complete this section) | Male | Female

1. Title _____ First Name _____ Middle _____ Last Name _____

2. D.O.B. ____/____/____ | 3. Place of Birth _____ | 4. Nationality _____
dd mm yyyy

5. Immigration Status: Caymanian | Permanent Resident | Work Permit Holder | Visitor | Other: _____

6. ID Type: Driver's License | Passport | Birth Certificate | Other: _____

7. ID No: _____ | 8. Country of Issue: _____

9. ID Issue Date: ____/____/____ | 10. ID Expiry Date: ____/____/____ | 11. Place of Issue: _____
dd mm yyyy dd mm yyyy

12. Address Type: Home | Other: _____

(C) Address & Contact Information: Business | Home

1. Bldg/House No: _____ Street Name: _____ District: _____

2. P.O. Box: _____ Postal Code: _____

3. Phone: _____ | Cell: _____ | Fax: _____ | E-Mail _____

4. Registration Submitted by: Individual | Company | Broker / Agent | Other _____

5. Name of Broker / Agent: _____ | Customs ID No: _____
(If submitted by Broker /Agent on behalf of a client)

Broker/Agent Phone No: _____

6. Submitted By: Name: _____ Signature: _____ Date: ____/____/____
dd mm yyyy

NOTES:

- **All Traders / Importers will have to complete the Customs Registration Form to be registered in the new Customs Trader Registration System.**
- **Customs Registration Forms are available on the Customs & Border Control website and at all Customs & Border Control Cargo Clearance Offices, Customs & Border Control Administrative offices and all shipping companies.**
- **All Registration forms should be completed no later than one week prior to importing and exporting of any shipment.**
- **Companies must provide a copy of their Trade and Business License and/or their Registrar of Companies certificate as proof of being a legally registered company in the Cayman Islands.**
- **Individuals must present an I.D. in one of the formats in section B (6) in order to be registered with Customs as an Importer/Exporter**
- **Once Customs and Border Control has issued a Trader Registration Certificate with your Trader Identification Number (TIN), this number must be used for all transactions with Customs & Border Control.**

Completing the Form

- **Categories:** Companies and Individuals should mark the relevant box(s) to identify the type of business that will be conducted with Customs.
- **Section (A) Companies:** should be completed by Traders / Companies only
- **Section (B) Individual:** should be completed by Individuals that import on a regular basis for non commercial purposes
- **Section (C) Address & Contact :** Both Companies and Individuals should complete this section