

# **Application for withdrawal of a bank guarantee as a cash deposit against the payment of import duty on machinery**

No. ....

Date.....

Subject: Request for withdrawal of a bank guarantee as a cash deposit against the payment of import duty on machinery as per shipment No.....

Attention: Secretary General, Board of Investment

Refer to: Letter of the OBOI No..... dated .....

Attachment: 1. Two sets of invoice (s) No. ....(No. of .....pages/set)  
2. Two sets of packaging list (s) No. .... (No. of .....pages/set)  
3. One copy of documents clarifying the request for exemption/reduction of import duty on machinery, ..... pages/set

Whereas, (Name of Company) .....(I. D. Tax Number .....)  
has been promoted by the BOI under category..... as per Promotion Certificate No. ....dated..... as approved by the BOI.

Currently, some machinery with an approximate CIF value of .....baht and an approx. import duties value of .....baht have been imported from (country).....and have arrived at (port)..... on (date of arrival) ..... by (name of vessel) ..... According to the above OBOI's letter, the company was permitted to use a bank guarantee as a cash deposit against the payment of import duty on the machinery. The company, therefore, requests BOI approval to withdraw the bank guarantee and to grant the import duties exemption/reduction on machinery of this shipment.

It would be appreciated if the BOI would notify the Customs Department to release the machinery so that the bank guarantee can be withdrawn.

Yours Sincerely,

Name of Contact Person.....

(.....)

Tel.....

Name of Authorized person

Facsimile.....

Affix with Company Seal