



Attach 1  
passport  
photograph  
each for  
all users

## AMENDMENT to ASYCUDA USER APPLICATION AND REGISTRATION FORM

I/We wish to apply for registration as a User of the Customs computer system, ASYCUDA World, and to that effect, I/We provide the following details for your consideration:

<b>1. IDENTIFICATION DETAILS OF APPLICANT</b>													
<b>A: TYPE OF BUSINESS (Tick the most appropriate)</b>													
Clearing Agent	<input type="checkbox"/>												
<b>B: IDENTITY OF THE BUSINESS</b>													
Name: (Name used at registration for Tax purposes)	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>-</td><td></td> </tr> </table>											-	
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TIN: (Tax Identification Number allocated by the Lesotho Revenue Authority)													
B) All applicants must provide the names of each individual who will be accessing ASYCUDA World and include them in the table below, indicating which of the listed individuals will be a Super User, who will receive ALL of the UNIQUE USER NAMES issued to your business													
Full Name (Account Manager):													
Job Title:													
Email:													
Telephone:													
<b>2. GENERAL CONDITIONS UNDER WHICH REGISTRATION WILL BE GRANTED</b>													
I/We, the applicant(s), agree to formally notify the Commissioner Customs within 24 hours of I/we:													
a)	no longer meeting the licensing or operating conditions as a Clearing Agent, Warehouse, Manufacturer or other institution licenced by Customs to operate under Customs control;												
b)	Ceasing to employ all or any of the individual registered users nominated in this application form;												
c)	Changing the business address or individuals users;												
d)	Ceasing to conduct business with Customs;												
e)	becoming bankrupt or insolvent, or												
f)	Being convicted of any offence under the Customs, Taxation or economic offences legislation.												
<b>3. SPECIFIC CONDITIONS IN RESPECT OF THE USE OF THE ASYCUDA WORLD SYSTEM</b>													
If approved as a registered user, I/We agree to:													

- a) Accept that electronic submission of declarations and supporting documentation will be treated as legally binding
- b) Keep secure and not to disclose the Unique User Name and passwords allocated to me/us
- c) Notify Customs immediately if I/we suspect that the security of user names and passwords have in any way been compromised
- d) Notify Customs if I/we gain access or otherwise receive data that does not pertain to my/our lawful access to the system
- e) Not to falsify, damage or impair any record or information stored in the system
- f) Comply with any other conditions imposed by the Commissioner Customs in relation to the access ASYCUDA World.

#### **4. RETURN OF REGISTRATION FORM**

This form should be scanned and returned electronically to [ecustoms@lra.org.ls](mailto:ecustoms@lra.org.ls). A printed signed copy **MUST** also be deposited at your nearest LRA Advice Centre.

#### **OTHER NOTES**

1. All sections of this application form must be completed.
2. This form must be signed by the General Manager, Managing Director or any other authorized senior Executive and duly include the official stamp or seal
3. Regardless of the individual responsibilities, the person signing this form on behalf of the company shall also be responsible for the requirements and conditions set out for individuals listed in this application
4. By signing this form, the applicant agrees to all requirements and conditions set out in this form or any other that the Commissioner Customs may impose in respect of registration of users.
5. The account manager is responsible for authorizing all changes on accounts of the clearing agent.

Applicant's Name  
(Officer in Charge) \_\_\_\_\_

Signature \_\_\_\_\_

Date 

D	D	M	M	Y	Y	Y	Y
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\_\_\_\_\_  
Company Stamp/Seal

**FOR OFFICIAL USE ONLY**

Approved       Not approved (state reasons) \_\_\_\_\_

Approving Officer \_\_\_\_\_

Date 

D	D	M	M	Y	Y	Y	Y
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Signature \_\_\_\_\_