

Application for Simplified Import VAT Accounting (SIVA) and Deferment Schedule – SIVA Reduced Security

This is a 2-part form comprising—

- SIVA 1 MAN - Application for Simplified Import VAT Accounting (SIVA)
- SIVA 2 MAN - Deferment Schedule – SIVA Reduced Security

(See Notes overleaf and on back page before completion)

When you have filled in and signed this form, please send it
(together with any new guarantee documentation if necessary) to:—

Isle of Man Customs and Excise
PO Box 6
Custom House
North Quay
Douglas
Isle of Man
IM99 1AG

For Official Use only
Date of receipt

Notes

These notes correspond to the numbered sections on the front of this form:

1. Please complete your full company name and registered office address.
2. Please insert your premises address (if different).
3. Customs may wish to contact you in respect of your application. Please provide your contact details.
4. If you are the holder of a live deferment account, please insert your DAN. To avoid unnecessary processing, non-deferment holders should apply for SIVA prior to setting up any deferment facilities.
5. Please insert your nine digit VAT number.
6. In signing this document, you are certifying that the information on the application is correct and that if approved, you will have sufficient funds available to meet any liabilities you incur under the deferment system. Only sign and return the form if this is true.
7. Delays may occur if the accounts mentioned in SIVA 1 MAN are not sent with this application.

IMPORTANT

Approval for SIVA is dependent upon the applicant's continued compliance with the Duty Deferment Criteria. Please ensure you are familiar with these prior to applying to operate SIVA.

Please note: SIVA will only relieve the requirement to guarantee the deferred payment of import VAT. It is **not** an authority to relieve the actual payment of import VAT.

Privacy Notice

The Treasury collects information about you in order to administer taxation and carry out other functions for which it is responsible (e.g. National Insurance, customs and excise duties, property rates, social security benefits, state pensions and legal aid etc.), and for the detection and prevention of crime. Whilst that information will primarily be provided by you, where the law allows we may also get information about you from other organisations, or give information about you to them. This may be to check the accuracy of the information provided, prevent or detect crime or protect public funds in other ways. These organisations may include other government departments, the police and other agencies.

To find out more about how we collect and use personal information, contact any of our offices or visit our website at: <https://www.gov.im/about-the-government/departments/the-treasury/privacy-notice/>

Part 1

Application for Simplified Import VAT Accounting (SIVA)

Please complete this form in capital letters and send it to Isle of Man Customs & Excise, PO Box 6, Custom House, North Quay, Douglas, Isle of Man, IM99 1AG. If you have any queries regarding this form, please contact the Advice Centre on 648140.

1. Please complete your company name and address

Name
Address
Postcode

Do you want your approval sent to this address? *(please tick)* No Yes

2. Please insert your premises address (if different)

Name
Address
Postcode

Do you want your approval sent to this address? *(please tick)* No Yes

3. Please provide your contact details

Name
Address
Postcode
Telephone
Fax
Email

Do you want your approval sent to this address? *(please tick)* No Yes

4. Please give your Deferment Approval Number (if applicable)

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5. Please give your VAT Registration Number

6. If you do not currently hold a deferment guarantee, you must supply at least the last 2 sets of completed annual accounts for your business with this application to enable us to determine the financial liquidity of your business.

Declaration

I certify that the information on this application is correct and wish to be approved for reduced security for deferment of VAT.

Signature

Full name of signatory

Status of signatory

Date

This application must be signed by—

the proprietor, or

in the case of a partnership by a partner, or

in the case of a limited or other incorporated body by a director, the company secretary or duty authorised person, or

in the case of an LLC by the registered agent.

Part 2

Deferment Schedule – SIVA Reduced Security

1. Please give your name and address

2. Please give your Deferment Approval Number (DAN)

3. Please give your VAT Registration Number

4. Schedule of deferred charges

A Deferred Charge	B Required % Level of Security	C Estimated Maximum Monthly Charges (see note 1)	D Security Required (CxB =D) (see note 2)
Import VAT	0%	£ .00	£ NIL
Customs Duties and Levies	100%	£ .00 If not applicable, please enter 'NIL'	£ .00 If not applicable, please enter 'NIL'
Excise Duties	100%	£ .00 If not applicable, please enter 'NIL'	£ .00 If not applicable, please enter 'NIL'
	TOTAL	£ .00	£ .00 If not applicable, please enter 'NIL'
		= DEFERMENT ACCOUNT LIMIT (DAL)	= DEFERMENT GUARANTEE LEVEL (DGL)

5. Current Deferment Guarantee Details. Please advise your current deferment guarantee level. If you are a new deferment trader, please enter 'nil' in space opposite and go to Box 6.

(see note 3)

If the Deferment Account Limit (DAL) in Column C of the schedule is in excess of your current guarantee level please provide a brief explanation in the space opposite.

Reason for DAL exceeding current guarantee level

Importers only: please provide a copy of your highest value C79 Import VAT Certificate during the last 12 months.

C79 VAT Certificate attached

Yes / No

If you act as an agent for importers, please advise in the space opposite

Agent for importers

Yes / No

6. New Deferment Trader Details

Importers only: please provide a copy of your highest value C79 Import VAT Certificate during the last 12 months.

C79 VAT Certificate attached

Yes / No

If you act as an agent for importers, please advise in the space opposite

Agent for importers

Yes / No

This form must be signed below by the proprietor, or in the case of a partnership by a partner, or in the case of a limited or other incorporated body by a director or the company secretary.

I certify that, to the best of my knowledge, the information given on this form is correct. I have read, understand and will comply, at all times, with the approval criteria for operating duty deferment and SIVA reduced security.

Signature

Full name of signatory

Status of signatory

Company Secretary / Director / Partner / Sole Proprietor
(Please delete as appropriate)

Date

Contact telephone

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Notes

1. The figures provided in Column C of the schedule will be used to establish and set a Deferment Account Limit (DAL) on your duty deferment account. Please provide a realistic figure (preferably rounded amounts) that you feel will be sufficient to cover each and every sum you defer as a maximum in any calendar month, (please refer to your C79 VAT certificates and deferment statements). Your DAL will be monitored and you will be expected to defer transactions within it as part of the approval criteria for operating SIVA and duty deferment. You can apply to have your DAL revised at any time.
2. The total of Column D represents the value of the deferment guarantee you need to provide to the Collector of Customs and Excise based on your maximum usage figures. Where the overall guarantee requirement is "nil" because you are solely deferring import VAT, this schedule must still be completed and returned to confirm your understanding and acceptance of the approval criteria for operating duty deferment and SIVA and to set your Deferment Account Limit (DAL).

Where there is insufficient evidence to support the DAL requested, a proportion of security for Import VAT may, exceptionally, still be required on a temporary basis.

3. If the Deferment Account Limit you require exceeds your current guarantee level, you may not be in a position to reduce the level of your deferment guarantee at all. Where this is the case you must provide a suitable explanation including a copy of your highest C79 VAT certificate during the past 12 months. We will check previous deferment transaction history to ensure that any new guarantee provided is adequate to meet future liabilities and the Deferment Account Limit is set at a level that is acceptable to us.

Return of Form

Please return this form (together with any new guarantee documentation if necessary) to:

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IM99 1AG