



Application Form for the Registration of Certified Companies



ACKNOWLEDGEMENT OF RECEIPT

APPLICANT LEGAL ENTITY INFORMATION

1. Company or Business name.

Name and/or Business name:

TID including the three-digits Key

TID grid

2. Prevailing Activity.

2.1 Belonging Sector.

3. Tax Residence.

Street Number and/or exterior letter Number and/or interior letter

Zip Code Town/City State

Telephone number E-mail address

4. Address for receiving notifications.

Street Number and/or exterior letter Number and/or interior letter

Zip Code Town/City State

Telephone number E-mail address



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LEGAL REPRESENTATIVE INFORMATION OF THE APPLICANT LEGAL ENTITY

5. Name.

Paternal Last Name	Maternal Last Name	First Name
TID including the three-digits Key		

Telephone number	E-mail Address
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AUTHORIZED PERSON TO HEAR AND RECEIVE NOTIFICATION INFORMATION

6. Authorized Person for receiving notifications.

Paternal Last Name	Maternal Last Name	First Name
TID including the three-digits Key		

Telephone number	E-mail Address
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6.1. Authorized Person for receiving notifications.

Paternal Last Name	Maternal Last Name	First Name
TID including the three-digits Key		

Telephone number	E-mail Address
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6.2. Authorized Person for receiving notifications.

Paternal Last Name	Maternal Last Name	First Name
TID including the three-digits Key		

Telephone number	E-mail Address
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DOCUMENTS CERTIFYING THE INFORMATION OF THE APPLICANT LEGAL ENTITY

7. Articles of Incorporation of the Applicant Legal Entity.

Notarial Instrument Number or commercial policy Date

Notary's Name & Number or Legal Broker Federal Entity

8. Modification(s) to the Articles of incorporation.

NOT APPLICABLE.

Otherwise, please indicate the last two modifications:

8.1. Modification of the Articles of incorporation. 8.2. Modification of the Articles of incorporation.

Notarial Instrument Number or commercial policy Notarial Instrument Number or commercial policy

Date Date

Notary's Name & Number or Legal Broker Notary's Name & Number or Legal Broker

Federal Entity Federal Entity

Modification's description Modification's description

9. Document by which the personality of the application signer is authorized to carry out administrative acts on behalf of the company.

* If you have Articles of incorporation, please mark it with an "X" in the box.

Article of incorporation

In case of not having Articles of Incorporation, please write down the following data:

Notarial Instrument Number or commercial policy Date

Notary's Name & Number or Legal Broker Federal Entity



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10. AUTHORIZATION DATA

10.1 Section in which the registration of Certified Companies Inscription is requested, according to the Rule 3.8.1

* Mark with an "X" in the corresponding box

Section A

Section L

Section L, fraction III

Section B

Section L, fraction I

Section L, fraction IV

Section D

Section L, fraction II

Section L, fraction V

Section F

Note:

- a) Companies, that temporary import merchandise of the customs tariffs classification listed on Appendix 28, when that merchandise is aimed to elaborate goods from the dressmaking industry classified on Chapters 61 to 63 and in the sub-heading 9404.90 of from the footwear industry mentioned in Chapter 64 of the TIGIE, cannot ask for authorization of Section D, according to what it is established on the current Rules in General Terms of Foreign Trade number 3.8.1.
- b) Companies, that temporary import merchandise of the customs tariffs classification listed on Appendix 28, when that merchandise is aimed to elaborate goods from the footwear industry mentioned in Chapter 64 of the TIGIE, cannot ask for authorization of Section D or Section L, according to what it is established on the current Rules in General Terms of Foreign Trade number 3.8.1.

10.2 In case of having the authorization in the Certified Companies Inscription as stated by the Rule number 3.8.1 and you require the Inscription in a different section from the one already granted, indicate the following:

* Mark with an "X" in the applicable box.

a) Section in which the Certified Company Inscription was granted

b) Number of document and date in which the Certified Company Inscription was granted, and the last renewal, if applicable:



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- c) I state that is my representative's interest, in case of YES NO
being accredited and accomplished with the requirements for my
inscription in the Section mentioned in the number 10.1, to set aside
the current inscription.

11. In case of having some of the inscriptions and/or authorization listed below, indicate the given number:

Name of the Inscription and/or Authorization	NO	YES	Number of Inscription and/or Authorization
Customs clearance registry to carry out imports by the procedure of inspections at origin			
Tax deposit's authorization for vehicles assemblage and production			
IMMEX Program from the Economy Secretariat (ES)			
PROSEC Program from the ES			
ECEX Program from the ES			
ALTEX Program from the ES			

12. Write down the name and TID of the designated land carrier to transfer foreign trade merchandise.

Name	TID	CAAT ¹ (If applicable)

13. Detail data of the payment of fees receipt

<input type="text"/>	<input type="text"/>
Payment date (dd/mm/yy)	\$ Amount in local currency
<input type="text"/>	<input type="text"/>
Bank Operation Number	Payment Key

Company name or business name of the institution in which the payment was issued

14. THE COMPANIES INTERESTED IN THE APPLICATION FOR CERTIFIED COMPANY INSCRIPTION, IN ACCORDANCE WITH THE ESTABLISHED IN RULE 3.8.1, SECTION L, MUST FILL OUT THE FOLLOWING REQUIREMENTS LISTED FROM 14.1 TO 14.7

1.- CAAT, by its acronym in Spanish, stands for Alphanumeric Harmonized Code for Land Carriers.



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INFORMATION OF THE AUTHORIZED PERSON ACTING AS OPERATIVE LIAISON WITH THE CUSTOMS GENERAL ADMINISTRATION

In order to get the authorization referred in the first paragraph from Section L of the Rule 3.8.1., as well as the follow up in case of being authorized, it is necessary that your company designates a person that will be the liaison before the authority, so as to a designation of a substitute. When changing these contacts, the company must notice the Customs General Administration immediately.

14.1. Authorized person as an operative liaison.

Form for 14.1 with fields: Paternal Last Name, Maternal Last Name, First Name, TID including the three-digits Key, Location, Job Position, Telephone Number, E-mail Address.

14.2. Authorized Person as Operative Liaison (Substitute).

Form for 14.2 with fields: Paternal Last Name, Maternal Last Name, First Name, TID including the three-digits Key, Location, Job Position, Telephone Number, E-mail Address.

COMPANY GENERAL INFORMATION

14.3 Company Portal

http://

14.4 Brief Company's History – (Add only the necessary lines). (Describe the Company Profile, among the data, it can be included: date of setting-up, type, products to manufacture, among others)

COMPANY FACILITIES INFORMATION

It is necessary to indicate all facilities that have the same TID of the applicant legal entity and make sure to attach to this application, the "Company Profile" format in which foreign trade operations are carried out

14.5 Name and type of facilities. (Add the necessary rows according to the number of facilities)



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Business and/or Company name: _____ Facilities Type: _____ (Industrial Plant, Warehouse, distribution center, administrative offices, etc.)

Address: _____ (Street, ext & int number, Town/City, Federal Entity y Z.P.) Carry out foreign trade operations: Yes ___ No ___

Business and/or Company name: _____ Facilities Type: _____ (Industrial Plant, Warehouse, distribution center, administrative offices, etc.)

Address: _____ (Street, ext & int number, Town/City, Federal Entity y Z.P.) Carry out foreign trade operations: Yes ___ No ___

14.6 Indicate the countries in where there are commercial offices and/or representations.

14.7 Mutual Recognition.

The adoption in Mexico of the established standards in the WCO's SAFE Framework to ensure and facilitate Global Trade published by the WCO, where practices and standards in security matter are incorporated, has the objective of reaching the "Mutual Recognition" with those countries that have a similar program regarding security and accomplish the condition of Authorized Economic Operator according to the "SAFE Framework" and the legislation of each country.

Therefore, as part of the strategy to avoid the duplication of security control and to contribute importantly to the facilitation and goods control that circulate in the international supply chain, it is necessary to have the participation of those who got the Certified Company Inscription and to authorize information exchange that allows to enrich IT Systems, to eliminate and/or reduce the redundancy and/or efforts duplication in the subscription process.

Due to all of the above reasons and in accordance with the Article 21 of the Transparency and Access to Governmental Public Information Federal Law, I authorize the Liable Party, known as Tax Administration Service (TAS), through the Customs General Administration, to share, spread, or distribute with other national or foreign authorities, personal data and such information of the company I represent and the one to be generated during the time it is registered as a Certified Company in terms of the Article 100-A of the Current Customs Law.

Yes, I do No, I do not

15. INFORMATION CLASSIFICATION

15.1 Information Classification.

The information given during the Certified Company Inscription Process is classified by this company as (Mark with an "X"):

Public Confidential

16. DOCUMENTS TO BE ATTACHED TO THIS APPLICATION FORM

16.1 For any Section in which a Company apply for the Certified Company Inscription.

(Additionally, you must attach documentation according to the section requested in the Inscription by



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pointing out the following paragraphs.

- Certified copy of the Articles of Incorporation, only when applying for the Inscription. When a Renewal is submitted, it is not necessary to present it again.
- Certified copy of all documentation that proves the legal representation of the person subscribing the application in terms of the Article 19 of the Federal Tax Code, FTC. (If in processes subsequent the Inscription, applications forms signed by a different person are submitted, a certified copy of the notarized document by which the signer authorizes his faculties to carry out such administrative acts should be attached.
- Magnetic mean that contains the information included in this application, in Word processing program.

16.2 Additionally to what it is established in number 18.1, the companies interested in the Subscription of Section D, must attach:

- Favorable Report that shows the level of Customs liability compliance, issued by the authorized entity in terms of the Rule 3.8.6., fraction I.
- In case the company had a certificate of international quality standards issued by a Certification Organism, it must attach a copy of the certificate or the corresponding registry, only if it is valid when submitting the application.

16.3 Additionally to what it is established in number 18.1, the companies interested in the Subscription of Section F, must attach documentation that confirms the following:

- Document(s) that prove(s) having, at least, 30 aircrafts to transport documents and goods and providing regular frequencies to the airports where the company carries out the customs clearance of documents and goods.

If it is necessary, to submit the Service Agreement, with a minimum validity period of ten years, held directly or through its head offices, branches or subsidiaries, with a franchisee or licensee duly authorized by the Secretariat of Communications and Transport in which it is pointed out the described in the previous paragraph.
- Record of air routes or aircrafts within the national air space before the General Directorate of Civil Aviation of the SCT.
- Simple copy of the concession or authorization to provide services of handling, storing and guarding foreign trade goods in accordance with the articles 14 and 14-A of the Law.
- Document that proves to have a minimum investment in fixed assets equal to USD \$1,000,000 (local currency) when the application is submitted, according to the financial statement dictum for tax purposes corresponding the last fiscal year.



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Referring to courier services companies, belonging to a single group in accordance with the second to last paragraph of this Rule, must attach the documents that prove directly or through an operating company of the same group; including the previous requirements:

- Document(s) that prove(s) having a minimum investment in assets equal to USD \$15,000,000 (local currency) when the application is submitted, according to the financial statement dictum for tax purposes corresponding the last fiscal year.
- A diagram of the capital stock and corporative structure and a copy of the Public deed in which it is stated the shareholding of the participating companies.
- The relation between the companies integrating the group by indicating their company or business name, tax residence and TID of each one of the companies.

16.4 Additionally to what it is established in number 18.1, the companies interested in the Subscription of Section L, must attach documentation that confirms the following:

- Magnetic mean, according to the Rule 1.2.3., that contains the format “Company Profile” for each one of the facilities mentioned in number 14.5 of this application where foreign trade operations are carried out.

Referring companies from the Rule 3.8.1., Section L, fraction I (Companies with IMMEX program in Holding mode), in addition to the “Company Profile”, they must attach the following documents:

- A copy of the IMMEX Program authorization granted by the Secretariat of Economy.
- A list of the controlled companies indicating their shareholding, company or business name, tax residence, TID and the amount of imports and exports carried out by each one of entities.
- A diagram of the capital stock and corporative structure and a certified copy of the Public deed in which it is stated the shareholding of the Holding Company and the Controlled Entities.

Referring companies from the Rule 3.8.1., Section L, fraction II (Companies with IMMEX program dedicated to elaborate, transform, assemble, repair, maintain and remanufacture aircrafts, its parts and components), in addition to the “Company Profile”, they must attach the following documents:

- Certified copy of the license from the General Directorate of Civil Aviation of the SCT, to establish aeronautical garages in order to repair maintain and remanufacture airfrats.



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Referring companies from the Rule 3.8.1., Section L, fraction III (Companies with IMMEX program having a SECIIT System), in addition to the “Company Profile”, they must attach the following documents:

- Favorable Report issued by the person or persons mentioned on the Rule 3.8.6., fraction II, that shows the compliance of what it is mentioned in this fraction.

Referring companies from the Rule 3.8.1., Section L, fraction IV (Companies located in the North borderline), in addition to the “Company Profile”, they must attach the following documents:

- Investment Programs which contain the concepts to develop due to constructions, facilities and/or adaptations to be done.

The proposed document should consider a Close Circuit System and Control Means in accordance with the ACEIA (Central Administration of Customs Investigation) guidelines.

- Two copies of printed and digitalized drawings in magnetic means in Autocad Format, in which the surfaces to be constructed are identified.

- A statement under oath in which it is expressed that the representative person and the shareholders have financial stability, technical, administrative and financial capacity.

- Notarial Instrument which proves having a capital stock no less than \$1,000,000.00 Mexican pesos.

Referring companies from the Rule 3.8.1., Section L, fraction V (Companies of the Textile Industry) in addition to the “Company Profile”, they must attach the following documents:

- A copy of a document that proves having, at least, 300 workers registered before the Mexican Social Security Institute (MSSI) when submitting the application.

- A copy of the document that proves having fixed assets in machinery and equipment equal to USD \$750,000 (local currency).

In case of being in any of the above mentioned cases, to exclude the three years term referred in the first paragraph of the Rule 3.8.1., Section L, the companies should confirm and attach the following documents:

- A certified copy of a document that states the merger or division of the entity, as long as they have performed more than three years of foreign trade operations.

- In order to prove that the company is part of a group, the company should attach a diagram of the capital stock and corporative structure and a certified copy of the Public deed in which it is stated the shareholding of the companies participating on the group and in which the company must report, at least, three years of foreign trade operations.

- A statement under oath signed by the representative person that indicates the number of persons experienced on the subject of foreign trade topics; and a copy of the contract held by three years term with the company having an IMMEX Program under the Shelter category.



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Once the previous data is stated, the Tax Administration Service is required to carry out inspections in the facilities appointed in the number 14.5 where foreign trade operations are carried out with the exclusive purpose of reviewing what it is stated in the "Company Profile" referred in Section L, Rule 3.8.1., such documents are attached to this application.

Under oath, I state that all information submitted in this application is true and that the faculties the company granted to me in order to represent the applicant have not been modified and/or revoked.

NAME AND SIGNATURE OF THE APPLICANT'S LEGAL REPRESENTATIVE

SHIPPING INFORMATION

1. Submit this application and the attached documents at:
Customs General Administration
Avenida Hidalgo #77, Module IV, Second Floor, Reforma wing, Colonia Guerrero
Z.P. 06300, Cuauhtémoc, Mexico City, Mexico.
From Monday to Friday. Schedule: 9:00 to 15:00 hrs.
2. Also, you can ship this application and all documents via Mexican Postal Service or by using the Company's Courier services.