

TARIFF EXCLUSION APPLICATION GUIDELINES **对美加征关税商品排除申请填报说明**

Below is a summary of the information required for a tariff exclusion application as released by the Customs Tariff Commission of the State Council. This information was originally provided in Chinese and an unofficial translation is provided by AmCham China. Please note that all companies applying for a tariff exclusion, whether by themselves or via AmCham China, must provide all information as indicated below.

以下为国务院关税税则委员会关于对美加征关税商品排除申请填报说明的部分摘要，以及中国美国商会提供的非官方翻译。所有申请对美加征关税商品排除的公司（无论公司自行申请或通过商会申请）必须根据官方要求提供所有以下信息。

APPLICATION BACKGROUND INFO

填写申请主体信息

On the application, please include the following information: business license number, core business activities, business scope, and other basic information regarding your company.

申请主体应填报统一社会信用代码、主营业务范围等基本信息。

APPLICATION PROCEDURE

填报排除申请

Each type of good will be assigned one unique tariff ID number (hereinafter referred to as Tariff ID, comprised of 8 digits), please fill out one form for each type of good. Similarly, for companies seeking tariff exemptions on multiple goods, each good must have its own independent submission form. Companies cannot make multiple submissions with respect to the same good, especially when companies have already submitted a tariff exemption application to an industry association or to a related chamber of commerce for that one good.

申请排除一个税则号列（以下称税号，8位，下同）商品填报一份表格。申请排除多个税号商品的，每个税号商品分别填报一份表格。同一个税号商品，企业已经向行业协（商）会提交信息，且已由行业协（商）会汇总填报的，企业不能重复填报。

Upon registering, logging-in, and filling out the application, please provide the following information:
申请主体在注册登录后应填报如下信息：

- I. Basic product information
 - a. Specify the type of product to be applied for a tariff exemption
 - b. Tax ID Number

c. Product description and uses

商品基本信息：

- a. 申请排除的商品。
- b. 所属税号。
- c. 商品用途。

II. Please include the company's import records from the past three years:

- a. The total quantity and value of applied imported goods for the years 2017, 2018, and 2019 respectively
- b. The total quantity and value of applied imported goods from the United States for the years 2017, 2018, and 2019 respectively
- c. The total quantity and value applied imported goods from other countries or regions for the years 2017, 2018, and 2019 respectively (list the top 5 most imported goods based on value)
- d. Customs declaration forms from the applied imported goods with the top five highest total value for the years of 2017, 2018, and 2019 respectively. In the case that there are less than 5 custom declaration forms for one year, please submit based on the total number received in that year.

企业近3年进口情况：

- a. 2017, 2018, 2019年进口该商品总数量和总金额。
- b. 2017, 2018, 2019年从美国进口该商品的数量、金额。
- c. 2017, 2018, 2019年从其他国家、地区（可填进口金额前5位）进口该商品的数量、金额。
- d. 2017, 2018, 2019年进口金额前5位的报关单，如本年度报关单不足5份，按实际单数上传。

III. Tariff Impact on Companies

- a. The total value of tariffs paid, as of March 31st 2019, resulting from the tariff increase
- b. Detail the impacts of tariffs on company operations (impacts on employment costs per capita, revenue before tax, manufacturing costs are optional)
- c. Elaborate on the company's representative value within its industry (optional, if filled out please provide relevant evidence and supporting materials)

企业影响：

- a. 至2019年3月31日已缴纳的加征关税税额。
- b. 加征关税对企业生产经营的影响（人均工资、税前利润、生产成本为选填项）
- c. 企业在行业内的代表性（选填项，如填写，需提供相应说明材料）

IV. Reasons Behind Applying for Tariff Exclusion



- a. Please describe the likelihood in which this product can be substituted on the market
- b. Please provide facts and data as evidence to support above claims

排除理由

- a. 申请排除商品的可替代性。
- b. 以事实和数据说明申请排除理由。