



**SRI LANKA STANDARDS INSTITUTION**  
**NOTIFICATION FORM - IMPORT INSPECTION SCHEME**

*(This form shall be filled in triplicate.)*

*(Please see overleaf for instructions.)*

1. Name and address of Consignor (Exporter)	8.SLSI Entry No:
	9.Customs Entry No:
	10.Vessel/Aircraft & date of arrival:
2. Name and address of Consignee (Importer)	11. Port of Loading:
	12. Country where consigned:
	13. Country of origin:
	14. Number and Date of Invoice :
3. Name(s) and address (es) of Manufacturer(s)	15. Invoice value (FOB) of the product under consideration in USD:
	16. Number and Date of Bill of Lading:
4. Shipping marks and Container numbers	17. Total net weight, kg:
	18. Description of goods (Product, brand, type, sizes, quantity, nature of packaging etc. as relevant)
5. Purpose of importation (Commercial/Personal/Project/Charity/Further processing etc.)	
6. HS Code:	
7. Organization that has issued the Quality Certificate(s) / Product Certification Mark:	19. Relevant Sri Lanka Standard no:
	20.Reference number(s) of the quality certificate(s):
21. Whether or not any accident has occurred, if yes annex a summarized report: Yes / No	
22. I, the undersigned declare that all particulars set forth above are correctly stated.	
22.1 Name of the authorized signatory :	
22.2 Designation & Contact Telephone No.:	
22.3 Signature with the company stamp :	
22.4 Date :	
<b>23. For Office use only</b>	
<b>for Director General of SLSI</b>	

*Note: a) This is only a notification submitted by an importer to obtain clearance for the consignment(s) imported. This document cannot be considered as a quality certificate for any purpose*

*b) The initial decision regarding the consignment will be notified within 8 working hours after submission of the duly completed notification forms.*

**Instructions for Filling up of the Notification Form  
(This form shall be filled in triplicate.)**

<b>Cage No.</b>	<b>Remarks</b>
<b>1</b>	Name and Address of the exporter. (In case of purchasing directly from the manufacturer, Name of the Manufacturer shall be indicated)
<b>2</b>	Name and Address of the importer as given in the Invoice
<b>3</b>	Name and full Address of the Manufacturing Plant/s if known. In the case of Registered manufacturers and Product Certification Mark Holders, it is essential to mention the address of the plant/s where the products are manufactured
<b>4</b>	Shipping Marks and/or Container Numbers. (You may use an additional Paper or other, if the space provided is not adequate)
<b>5</b>	If the purpose of importation falls into the categories other than "Commercial" you may attach documentary evidence to confirm your declaration
<b>6</b>	Give reference to Sri Lanka Customs National Imports Tariff Guide
<b>7</b>	Name of the Organization that has issued the Quality Certificate/Test Report or Acceptable Product Certification Mark
<b>8</b>	<b>FOR SLSI USE ONLY</b>
<b>9</b>	Customs Entry No. if known at the time of submitting the Notification
<b>10</b>	Name of the Vessel or Aircraft and Expected date of arrival.
<b>11</b>	Name of the Port (From where the consignment is loaded)
<b>12</b>	Name of the Country from where the consignment is loaded
<b>13</b>	Name of the Country where the Product is manufactured
<b>14</b>	Number and Date of the Commercial Invoice
<b>15</b>	FOB value of the Product in USD
<b>16</b>	Number & Date of Bill of Lading
<b>17</b>	Net Weight of the Product referred should be given in Kilogram (kg)
<b>18</b>	Product Name, as per the Sri Lanka Standard Specification (Also indicate all Brands/Types/Designs/Cartons with quantities of each)
<b>19</b>	Sri Lanka Standard Specification No., if known (otherwise consult the SLSI Counter Staff for details)
<b>20</b>	Reference No. (s) of acceptable Quality Certificate (You may use an additional paper or other, if the space provided is not adequate)
<b>21</b>	Provide evidence if any Accident occurred during transportation
<b>22</b>	Declaration by the Importer/Nominated Agency and the person responsible to attest the above information. In case of nominated (Registered) Agencies (on behalf of the Importer), SLSI should be informed beforehand, with regard to the Name and the designation of the Declarant. Original Company seal and the authorized person's signature shall be placed in all copies.

<b>Note I</b>	<b>Separate Notification forms shall be filled, if the product (Sri Lanka Standards No.) or the Invoice no. is different.</b>
<b>Note II</b>	<b>Do not use Correction Fluid (Tipp-ex). Any correction need to be endorsed by an authorized person and it shall be done with a single line.</b>