

**ANNEX F**  
**PRO FORMA NOTIFICATION LETTER TO INSPECT EXPORT SHIPMENTS**

Date

PEZA Enterprise  
Zone Location  
Address

THRU : The Zone Administrator / Zone Manager / Zone Officer-in-Charge (NOTE: if the letter originates from the BOC)

Dear \_\_\_\_\_ :

Please be informed that we are exercising our option to inspect the export shipment of \_\_\_\_\_ (name of PEZA – registered Enterprise) \_\_\_\_\_, covered by Export Declaration / Authority to Load with PEZA Reference No. \_\_\_\_\_ and the following shipment details:

Consignee: \_\_\_\_\_  
Declarant: \_\_\_\_\_  
Description of Goods: \_\_\_\_\_  
Value of Goods: \_\_\_\_\_  
Country of Destination: \_\_\_\_\_

We have received derogatory information on the above-subject export shipment via BOC authorized channels / have reason to suspect that the shipment is attendant with fraud or is in violation of BOC rules and regulations, the particulars / details of which are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In accordance with the PEZA-JMO No. 4-2010, CMO NO. 7-2011 and the PEZA Memorandum Order prescribing the implementing guidelines on the E-AEDS, the above-subject export shipment may not exit the PEZA zone until inspected, and cleared for release by BOC and PEZA.

Please submit immediately the supporting documents for examination and inspection of the shipment jointly by PEZA and BOC.

Thank you.

Very truly yours,

\_\_\_\_\_  
Officer-In-Charge, Bureau of Customs /  
PEZA Zone Administrator / Zone Manager / Zone Officer-in-Charge  
Zone Location

cc: BOC at the Zone (if the letter originates from the PEZA ZA/ZM/ZOIC)