



## SUBMISSIONS CHECKLIST FOR PRICE DETERMINATIONS/ REVIEWS

The following documents **MUST** always be submitted to FCCC by any importer, manufacturer, Wholesaler/distributor and retailer for any price reviews and determinations.

Part	Product Category	Product Name	Number of Shipments

Documents To Be Submitted	Check for Completeness		Comments
Purchases Order			
Supplier Commercial Invoice signed and stamped	Suppliers Endorsement		
	Payment Terms		
Stamped and signed Custom Declaration/Clearance	Customs Ref.No:		
	Assessment Number		
	Receipt Number		
Bill of Lading			
Customs Clearance Charges (provide clear breakdown of all charges)			
Local Cartage Details			
Payments Details *			
Proposed Wholesale and Retail Price (Show Detail Costing)			
Next shipment date			
Reason for Major increase or decrease in purchase price			
International market movement and forecast			
Last date of Submission to FCCC			
Provide documents on current stock Levels and sales turnover			

*\*For payments details if it is on credit terms, the trader MUST provide to FCCC the previous supply payment documents.*

***\*Please Provide Correct and clearly outlined documents for costings***

General Comments:

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Submitted By:  
Name: \_\_\_\_\_

Received by:  
Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Designation: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

The FCCC wishes to draw trader's attention to following sections of the FCCC Act 2010 concerning Information, including Section 119 on Power to obtain information, Section 128 on Obstruction, Section 129 on Penalties and Section 130 on Continuing Offences. It is an offence to provide misleading or false information or to destroy any information requested.

The Commission will **NOT** accept/process any submissions if the requirements in the above checklist are not 100% complete. The Commission also does not take any responsibility for any delays caused by incomplete submissions.