



PNG CUSTOM SERVICE

How to print a copy of the SAD

The following 'Functional Note' provides registered users of the ASYCUDA World (AW) system with the information necessary to enable them to print a copy of the SAD.

It is possible to print the SAD at the time it is requested for assessment or at any time after.

It should be noted that the printing of the SAD should only be undertaken once it has been at least registered.

In order to print a SAD at the time of assessment

1. Once the SAD is Assessed, the following screen is displayed



2. Tick the **Print S.A.D document** and click on



3. Printing progress screen displayed







4. The SAD is then displayed as a .PDF file

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■	2 Exporter No. JOE Blow		IM 4 ^{3 Pages} 1 1	4	PORT MORESBY-SIX Customs registration I 141 Manifest 2017 1 ⁻¹	MILE 14/06/2017			
Ø			5 Items 1	6 Total pkgs 250	7 Declarant Reference 2017 CBE	C			
⋒ ∦	8 Importer No. 50 HARWICKS LTD GORDONS,PORT MORESBY P.O.BOX 788	00056351	9 Person Resp. for financ settl No. 500056351 HARWICKS LTD GORDONS,PORT MORESBY P.O.BOX 788						
	NATIONAL CAPITAL DISTRICT, PN	G	10 Cty f. dest	11 Trading	12 Other costs		13 Province		
	14 Declarant/Agent No. 50	10018820	15 Country of	f export	15 C.Eexp Cod	e 17 C.Dest	Code		
Click on P	rinter Icon								



- 6. On the printing screen, the appropriate printer name will be automatically display
- 7. Click on $\square K$ as shown below.

Name customs ass	ycuda HP M5035			-	Properties
Status	Ready				Advanced.
Print Range				Number of Co	pies
All					Number of Copies 1
Pages	from:	to:		Collate	
Current Page					
Print Mode			Page Sca	ling	
Raster Printing			No Sca	aling	
Optimized Printing			Fit To	Page	
Multiple Up Printing			Custor	Large Pages m	
	Across: 1	×	Custom P	age Scaling	
	Down: 1	* *			Scale %: 100





In order to print a SAD at any time after assessment has been requested:

- 1. Once logged into the system, go to ASYCUDA → Goods clearance → Declaration → Detailed Declaration
- 2. Right click and choose "Find" or "Find Unpaid Declarations" or "Find by. Reg. Nber"



3. From the Finder, highlight the SAD to print, right click and choose "View"

Deta	ailed Declaration fi	nder													88888 -	× 🖉 🛛
\overline{i}	343 documents fo	und! Please select a do	ocument and	i select an	action from	the loc	al menu				 *******			*******		
Year O V	Declarant	Ref. Nber	Reg. Se	r. Reg. N	. Reg. Date	Туре	Gen. Pr	Items	Exporter	Exporter name	 Consigne	Total t.	A	AstF	P Ast	. Col
2017 ALO	500713097	#1	1	1	09/06/20	IM	7	1		Heineken Brewery	 Pacific D	30.00	Α	1	09/	Gre 🔺
2017 BUK	500001348	#1	1	1	28/05/20	IM	4	1		Mariann Dumount	 HARWIC	30.00				Yell
2017 JAS	500001348	#7				IM	4	1		Mariann Dumount	 HARWIC	12,12				
2017 JAS	500000349	#1	Х	1	17/04/20	LX	9	1		Queensland Malt	 South Pa	30.00				Red
2017 JAS	500713097	#6	E	1	12/04/20	EX	1	1	500052	Urukas LimitedPO	dgvdbhdh	30.00	Α	5	12/	Gre
2017 145	500713097	#1	_	1	11/04/20	IM	4	1		Toyota	 ICM Limit	9,830	A	1	11/	Gre
2017 JAS	500000474	#1		1	01/02/20	IM	4	1		TEST	 LAEL MO	240.00	Α	1	01/	
2017 JAS	500713097	#24	Ello	View	/05/20	EX	1	1	500052	Urukas LimitedPO	dgvdbhdh	30.00	А	90	12/	Gre
2017 JAS	500713097	#9			2/04/20	IM	4	1		Toyota	 ICM Limit	230.00	Α	91	15/	Gre
2017 JAS	500000474	#2	I 음	Details	3/03/20	IM	5	1		TEST	 LAEL MO	30.00	Α	7	23/	Gre
2017 JAS	500029024	12121211	1 1	Details	3/05/20	IM	7	4		JOE Blow	 Boroko M	30.00	Α	103	23/	Gre
2017 JAS	500713097	#51	1	101	24/05/20	IM	4	1		Toyota	 SHREE &	9,830	Α.	104	24/	Gre
2017 JAS	500001348	#1	- I	102	24/05/20	IM	4	1		Mariann Dumount	 HARWIC	2,842				Red
2017 JAS	500189315	Imim	1	103	24/05/20	IM	4	1		JOE Blow	 South Pa	9,035				Red
2017 JAS	500029024	GH	1	104	24/05/20	IM	7	1		JOE Blow	 Boroko M	30.00	Α	105 2	24/	Gre
2017 JAS	500713097	#52	1	105	24/05/20	IM	7	1		Toyota	 Ela Motor	30.00	Α	106	24/	Gre 💌
0	1															

4. When the SAD is displayed, click on the <u>first</u> printer icon **Print**







5. On the Printing screen, tick "**Print on blank paper**" and click on



6. Printing progress screen displayed

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	$\overline{\mathbf{i}}$	Printing in progress	
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7. The SAD is then displayed as a .PDF file

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∩ ∦	8 Importer No. 500282268 LAEL MOTORS LTD BOROKO P.O.Box 4939 NATIONAL CAPITAL DISTRICT,PNG davidraim28@gmail.com							9 Person Resp. for financ settl No. 500000857 UMW NIUGINI LTD P.O.BOX 5243, BOROKO 111 NATIONAL CAPITAL DISTRICT 10 Cty f. dest 11 Trading 12 Other costs							13 Pi	ovin	се								
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8. Click on Printer Icon

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9. On the printing screen, the appropriate printer name will be automatically display

10. Click on