

	<h1>GULFTAINER</h1>	Doc. No.: OPS-PR-7
		Rev. No.: 00
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		DOR: N/A
<h2>Procedure for Clearing Export Cargo from UAE Local & Freezone – POL Khor Fakkan</h2>		

1. Clearing Export Cargo at Sharjah Customs – POL KhorFakkan

- **Exporter Code Creation:** An Exporter Code must be created prior to initiating the clearance process. Please refer to the OPS-PR-06 Registration Process of the procedure list.

Without Clearing Agent

- The exporter must place a booking with the shipping line, specifying the vessel name, estimated time of departure (ETD), container type, and Port of Loading (POL) / Port of Discharge (POD).
- The Export Bill of Entry (BOE) must be collected from Sharjah customs. Customers need to go physically visit Sharjah custom office ([Location](#)) or Khor Fakkan Customs office ([Location](#)), along with the documents listed below. The approved Export BOE must be obtained prior to cargo movement.

The following original documents must be presented at the time of visit to Sharjah Custom:

- Commercial Invoice (CIPL)
- Packing List
- Certificate of Origin (if required)
- Export permits (if cargo is restricted or controlled)

With Clearing Agent

- The Export Bill of Entry (BOE) must be filed online via the [Sharjah Customs portal](#), with the below listed documents. The approved Export BOE must be obtained prior to cargo movement.
 - Commercial Invoice (CIPL)
 - Packing List
 - Certificate of Origin (if required)
 - Export permits (if cargo is restricted or controlled)

⚠ Please note: Original copies of the BL, Commercial Invoice, Packing List, and Certificate of Origin are mandatory. However, these may be presented to the Ports Authority. 1,000 AED deposit refundable with producing the original document in 1 month.

Local charges have to be settled in agreement with Gulftainer through the portal : [Customer Registration](#). Truck gate pass can be arranged online: [Gate Pass](#)

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2. Procedure for Clearing Export Cargo from Freezone – POL Khorfakkan – In Transit

Exporter Code

Shipping Line Booking

The exporter must place a booking with the shipping line, specifying the vessel name, ETD, container type, and Port of Loading (POL) showing POL: Khor Fakkan and POD.

Freezone Export Bill of Entry

- Shippers should file the Export BOE in Dubai Customs via the Freezone system & generate the Exit Certificate for movement of cargo outside Freezone

Container Stuffing

- Container stuffing to be completed at the Freezone warehouse or approved facility
- Container to be sealed with the applicable seal number upon completion

Transit Movement to KCT

The container moves from Freezone to Khor Fakkan Commercial Terminal under export documentation. The driver must carry the following documents at the time during transit:

- Freezone Export BOE
- Exit Certificate
- Shipping Line Booking Confirmation

Export Declaration at Sharjah Customs at Khor Fakkan

- The Export Bill of Entry (BOE) must be filed online via the [Sharjah Customs portal](#), with the Commercial Invoice and Packing List attached. The approved Export BOE must be obtained prior to cargo movement.
 - Commercial Invoice
 - Packing List
 - Freezone Export BOE
 - Exit Certificate

⚠ Please note: Original copies of the BL, Commercial Invoice, Packing List, and Certificate of Origin are mandatory. However, these may be presented to the Ports Authority. 1,000 AED deposit refundable with producing the original document in 1 month.

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