



INSTRUCTIONS

Type of ATA Carnet, the holder should select type of ATA Carnet:

- **Original**: the first ATA Carnet provided by the guaranteeing organization.
- **Duplicate**: Issued when the original ATA Carnet is lost, stolen or damaged. A copy of the original Carnet except that the Carnet number concludes with "S" or other indications such as "Ersatz", "Duplicata". Expiry date is the same as the original Carnet
- **Replacement**: a replacement Carnet contains the same information as an original Carnet except for a different Carnet number and expiration date.

ATA Carnet number, is the number that the issuing organization gave to the ATA Carnet at the time of issuing it.

Name of the Guaranteeing Organization, the holder selects the guaranteeing organization in the country where the Carnet was issued. .

Holder's Name as in Box A of the ATA Carnet first cover page.

Details of Representative, the holder indicates the person or persons authorized to use the ATA Carnet as in Box B of the ATA Carnet first cover page.

Date of issue of ATA Carnet: Date on which the Carnet was issued.

Expiry of the ATA Carnet: Date on which the Carnet is no longer valid as an entry document.

Intended Use of the Goods, the holder should select the use of the ATA Carnet, whether commercial samples, fairs and exhibitions or professional equipment, or a combination of these ones.

General Description of the Goods, the holder indicates briefly the type of merchandise covered by the ATA Carnet.

Total Number of Goods, the holder indicates the quantity of goods covered by the ATA Carnet, as indicated in column 3 of the General List of Goods.

Total Value of the Goods, the holder indicates the value of the goods covered by ATA the Carnet, as indicated in column 5 of the General List of Goods.

Means of Transportation, the holder selects the means of transportation by which the merchandise will enter into Mexico.

Purpose of Visit to Mexico, the holder should indicate briefly the reason of his/her visit to Mexico.

E- Mail. The holder provides an email address for future communications.