

**MINISTRY OF FINANCE  
CUSTOMS & EXCISE DIVISION**

**NOTICE TO OWNERS OF AIRCRAFTS AND AGENTS NO 29 OF 2024**

**SUBJECT: REPORTING AND CLEARANCE DOCUMENTATION  
REQUIRED FOR AIRCRAFTS AND VESSELS**

The attention of all Owners of Aircrafts and Agents is drawn to the **Customs Regulations No. 15 of the Customs Act, Chapter 78:01** which pertains to the proper reporting of cargo.

In accordance to Regulation 15 *"the report of the cargo of every aircraft and of its stores shall be in the Forms C5 and C71, and shall be presented in duplicate to the proper Officer at the port or place where such aircraft first arrives in Trinidad and Tobago or elsewhere as the Comptroller may in any special circumstance allowed."*

**Section (72) of the Customs Act, Chapter 78:01** mandates that prior to arrival in or departure from Trinidad and Tobago, the Comptroller must receive advance passenger and cargo information on the prescribed form or via a data message in the prescribed manner from the master of every ship or aircraft, whether laden or in ballast, or from his agent and every cargo reporter. **Section (80)** further stipulates that the master of every aircraft or vessel, or their agent, must, upon request, provide the Comptroller with the clearance documentation for the aircraft or vessel from the port or ports of arrival at the time of reporting.

Owners of Aircrafts and Agents are to submit the following documents:

**Upon arrival:**

- Form C5 – Customs General Declaration (Content – Aircraft) (Outward/Inward)
- Form C70 – Passenger Manifest
- Form C71 – Cargo Manifest
- Clearance from last Port
- Supporting documents as required

**Upon departure:**

- Form C5 – Customs General Declaration (Content – Aircraft) (Outward/Inward)
- Form C70 – Passenger Manifest
- Form C71 – Cargo Manifest
- Supporting documents as required

Please be guided accordingly.



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Custom House, Port of Spain  
Ref. No.: C&E 3/16/1/1/2  
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