

# Mexico

## National Guaranteeing organization

Mexico City National Chamber of Commerce (CANACO)

(Please see World Directory for detailed contact information)

**Date of entry into force:** 16 May 2011

**Field of application:** ATA Convention  
Convention on "Professional equipment"  
Convention on "Commercial Samples"  
Convention on "Exhibitions and Fairs" with the following **reservation**: *"on acceding to the Customs Convention concerning facilities for the importation of goods for display or use at exhibitions, trade fairs, meetings or similar events, the Mexican Government pointed out that it did not consider itself bound by the provisions of Article 6.1 (a) of the Convention relating to the collection of import duties on samples which are representative of foreign goods, in accordance with Article 23 of the Convention"*.

**Other applications:** ATA Carnets **are not** accepted for postal traffic.  
ATA Carnets **are not** accepted for transit.  
ATA Carnets **are** accepted for unaccompanied goods.

**National laws and regulations:** Mexican Customs authorities allow temporary imported goods to remain on their territory for six months. This period can be extended for a further six month, provided the request for such an extension is made before the expiry of the first six month period.

## Languages in which Carnets should be completed

ATA Carnets may be completed in Spanish, English and French. The Customs will require a translation when ATA Carnets are completed in any other language.

**Customs offices:** The 49 Customs offices<sup>1</sup> on the Mexican Customs territory are entitled to handle ATA Carnets.  
Passenger terminals will process ATA Carnets at any time.  
Concerning cargo areas, holders may request schedule information to CANACO or their Mexican Customs broker.

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<sup>1</sup> See attached list of Customs offices schedule information

**Special observations:**

**1. Special conditions concerning the operation of the ATA System in Mexico**

National guaranteeing organizations **must** advise their holders wanting to use their ATA Carnet in Mexico that they **must inform the Mexican Customs authority** (Servicio de Administración Tributaria – SAT) of their intention to visit Mexico **before** their arrival on the Mexican Customs territory.

To that end, they should use the “Sistema de Registro de Cuadernos ATA” (ATA Carnet registration system) available on CANACO’s Website.

The information to be provided in the registration system is the following:

1. Type of ATA Carnet (original, duplicate, replacement)
2. ATA Carnet number
3. Substitute/replacement ATA Carnet number (if applicable)
4. Name of the guaranteeing organization
5. Holder’s name as per Box A of the green cover.
6. Authorized representative’s details as per Box B of the green cover.
7. Date of issue/Date of expiration of the Carnet (to be entered year/month/day)
8. Intended use of the goods (as indicated in Box C of the Carnet)
9. General description of the goods
10. Total number of goods/items as per column 3 of the General List
11. Total value of the goods as per column 5 of the General List
12. Means of transportation (sea, air or road)
13. Purpose of visit to Mexico

**2. Foreign Trade Rules: penalty in case of non-re-exportation of the goods before the expiry of the six month period provided by Mexican Customs Authorities**

NGOs must advise their holders that, following an amendment in Mexico’s General Rules of Foreign Trade which entered into force on 29 August 2012, a penalty will be imposed by Mexican Customs on holders failing to re-export their goods from Mexico within the six month period provided for the temporary admission of goods in Mexico (*Notification on the implementation of the ATA System in Mexico - document 550-1/1408*).

The first offence will incur a penalty amounting to **\$2070.00 Mexican Pesos** (approx. 97 €) if the goods are re-exported immediately. Should the same holder commit the same offence another time, the penalty will then amount to **\$3120.00 Mexican Pesos** (approx. 146 €).

The penalty will then increase by the same amount for every fifteen day period that will elapse between the end of the six-month period and the date of effective re-exportation of the goods from the Mexican Customs territory. The amount of the penalty will not exceed the value of the goods.

To avoid such penalty, the Carnet holder (or representative) should request an extension of the six-month period to CANACO **one month before the deadline**. To obtain this extension, the holder (or representative) should contact CANACO with a letter requesting the extension and explaining its purpose together with an electronic copy of the green cover of the Carnet, the general list of goods and the importation counterfoil. The procedure to obtain Customs’ validation of the extension would usually take one month.

Moreover, to obtain the clearance of the goods covered by the Carnet outside the six-month period, the holder will have to contact CANACO which will inform Mexican Customs that the goods can be cleared. In such a case, CANACO will require from the holder (representative) an administrative fee of 4000.00 Mexican Pesos (approx. 240 €).



Customs  
schedules.docx

### **3. Registration of Mexican companies working with ATA Carnet**

CANACO holds a registry of companies in Mexico that offer services for the importation and re-exportation of goods under cover of ATA Carnets. This service is intended to help foreign companies promote their goods and services. The list of companies authorized to process Carnets in Mexico can be found on the following website:

<http://carnet-ata.org/ata3/web/index.php?r=importaciones/create>

#### **- Benefits**

The registry provides a list of companies that can represent foreign ATA Carnet holders on the Mexican territory.

It is intended to reduce risks when using foreign ATA Carnets in Mexico.

It is a support-service offered by CANACO to foreign businessmen wishing to contact representatives in Mexico.

**In this case, it is the Mexican company that will be responsible for sending the prior notification to CANACO and not the Holder.**

#### **- Characteristics:**

- The registry is **mandatory** for any company established in Mexico that processes the importation or re-exportation of goods under cover of foreign ATA Carnets.
- If the company is not registered, CANACO **will not** issue the prior notification required by Mexican customs for the clearance of foreign ATA Carnets.

Any Mexican company can register.

#### **The registry of companies applies to:**

Mexican companies that process importation or re-exportation operations under cover of ATA Carnets when the goods enter the country by cargo or through the services of a freight forwarder.

#### **The registry does not apply to:**

Foreign companies or passengers who directly import or re-export their goods under cover of ATA Carnets (passengers' area).

For further information, please contact CANACO.