



## How to open a

## Prepayment account at Customs?

- 1 **Download MCS-155 form Application for Registration & Cancellation**
- 2 **Complete the details required and Email to [admin@customs.gov.mv](mailto:admin@customs.gov.mv)**
- 3 **Customs accounting service opens the account in the system and a Prepayment account code is given.**
- 4 **Declarant funds his account at Customs via his preferred digital payment method and the Account balance is automatically updated in the system.**
- 5 **Once the Account code is keyed into the online Goods Declaration of Asycuda and assessed, payment is accepted and the account balance is decreased by the assessed amount.**
- 6 **Details of the payment history and account statement can be viewed from Customs Portal.**
- 7 **The account may be topped up at any time using a digital payment method.**

