

Mandatory Declaration for International Shipments

A user guide on declaring your international packages & parcels



From 1 January 2021, declaration is mandatory for the following:



The declaration of your shipment details is essential for international security and the facilitation of customs clearance at the destination country/territory. Packages or parcels without proper and accurate declaration will result in delays or may be returned to the sender without refund.

To declare your packages and parcels, visit the ezy2ship website before posting.

Prepare the following information before you begin the declaration process:

- Details of your shipment (content, weight, value)
- Sender and recipient information (name, full address, contact number)
- A valid credit/debit card for payment
- A printer to print the postage label
- * If you do not have a credit/debit card or printer, you may complete the transaction and make payment using NETS at selected SAM kiosks.

Log on to www.ezy2ship.net or Scan QR Code. Select 'Create Shipment' to begin.



www.ezy2ship.net/shipment/step-one

Brief Information



Create Shipment on Print Shipping Label Pay and Print Shipping Label at SAM Kiosk at SAM Kiosk ezy2ship.com Select Services Select Speedpost Express International •3 Select preferred -R 6 - 12 days Basic Packag Retail oversea Service) Selected **Service Type** Select 6 - 12 days Reliable Sele 1 - 2 days Fastest delivery of your urge working days to major desti \bigcirc 35 - 49 Days Cheapest delivery of your item via sea freight to worldwide destinations peed Select

Shipment Details



Pay and Print Shipping Label at SAM Kiosk

Delivery Details

Address Code Contact Number Sector Address Code Contact Number Sector Address Code Cotty / Town * SingApore City / Town * SingApore Sector Address Book Country SingApore Sector Address Book Postcode Code Code Code Code Code Code Code C	
Name * TestName 1 Address * xxxx Company Name JURONG WEST CENTRAL 1 Contact Number * 987654321 xxxxx Contact number (alternate) City / Town * SinGAPORE • Email Address * steat * Singapore • Size this address to Address Blook Country SinGAPORE • Postcode 642679	
Company Name IJRONG WEST CENTRAL 1 Contact Number * 987654321 Contact number (alternate) City / Town * Singapore • Email Address * stastname2@yahoo.cc Save this address to Address Book Country Save this address to Address Book Postcode	Details
Contact Number * 987654321 xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx	
Contact number (alternate) City / Town * SINGAPORE • Email Address * stestname2@yahoo.cz State * Singapore • Swe this address to Address Book Country SINGAPORE • Postcode 642679	
Email Address * stestname289yahoo.ct State * Singupore • Save this address to Address Book Postcode 642679	
Serve this address to Address Book Country Service Postcode 642679	
Postcode 642679	
·/	
2. Select sending options * Drop off at Post Office Self-Lodge (No Collection/Drop-Off Required)	

Address *	123 Damack Streat				
	Street None				I• 🚺 Enter K
	Linit Munder #				
City / Town *	Subiaco				Dotaile
State	- WK				
Country	ALISTRALIA				
Postcode	6000				
		;			
Services		Price	Price Breakdown		
Intl Registered Se	rvice	SGD 45.10	SUBTOTAL	SGD 45.10	
			TAXES	500 6.00	
			TOTAL	SGD-45.10	

Create Shipment on ezy2ship.com

Print Shipping Label at SAM Kiosk Pay and Print Shipping Label at SAM Kiosk

Payment



Pay and Print Shipping Label at SAM Kiosk

Print Label



SAM Manifest SUBJECT State State SUBJECT State
19 Toxiciter Tatester 19 Toxiciter Tatester 10 Toxiciter 10 Toxiciter
Testics Type Total Kn. of Total Total Payment 19 Statelizer Type Total Kn. of Total Memory Memory 19 Statelizer Type Total Kn. of Total Memory Memory 19 Statelizer Type Total Kn. of Total Memory Memory 19 Name 1 E.2000 Statelizer Memory
Service Type Total Total Total Payment 19 Spectruct Standard 1 0.3000 SGD 00.00 Pending 11 Treating 1 0.3000 SGD 00.00 Pending
Service Type Shipmenis Weight Amount Status 19 Speedpool Standard 1 0.3000 SOD 00.00 Pending
19 International 8 1 0.3000 SOD 00.00 Pending
19 Int Registered Article 1 0.5000 S0D 13.50 Panding
Total Ho. of Singurearite 2 Total Weight 0.8003 Total Amount 500 79.50

12 No printer? Print Labels at SAM Kiosk.

A copy of the SAM Manifest will be sent to your email. Please bring along this document to selected SAM kiosks for printing of the shipping label.

Visit **www.singpost.com/locate-us** to locate a SAM kiosk.

Click here to view the steps

Pay and Print Shipping Label at SAM Kiosk

Print Shipping Label at SAM Kiosk





3 Review shipment details and Select Print to proceed



5 Printing Shipping Label



2 Enter Manifest Number or •----Scan the Barcode on manifest document



For Basic packages (Postage label prefixed by "U"), please drop off at any posting box

For **Registered packages** and **Speedpost parcels**, please drop off at any post office



 6 Shipping Label printed successfully.
 Collect label and affix on package for drop-off

Pay and Print Shipping Label at SAM Kiosk

Pay and Print shipping label at SAM Kiosk





2 Enter Manifest Number or • Scan the Barcode on manifest document

Postage Servic	es (Internat	ional)			
			-		
Services	Tracking No.	Sender Peference	Destination	Price	Action
Speedpost Express Overseas	PX9026805185G	NHH4	Malaysia	61.00	View
Total Count: 1			Select	ed Count	0
				-	
< BACK					PRINT >
Singapore 521		A HOME			SAM

3 Review shipment details and Select Pay to proceed



5 Select a preferred **Payment** Method



4 Review Payment Summary and Select Pay to proceed



6 If transaction is successful, shipping label will be printed

Pay and Print shipping label at SAM Kiosk

For Basic packages (Po	stage label prefixed	by "U"), please drop of	f at any posting box.	
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For Basic packages (Postage label prefixed by "U"), please drop off at any posting box

For **Registered packages** and **Speedpost parcels**, please drop off at any post office



9 Collect your label from the tray and paste on your package/parcel



8 Wait for your label to be printed