



MESSAGE TO THE SECTOR

Antwerp, 5 November 2020

Concerning: Handling of export at Diamond Office

Dear Madam, dear Sir,

In the context of the new Covid-19 measures and in view of limiting the amount of time you have to come to the Diamond Office to no more than necessary, starting **Monday 9th November 2020**, the handling method for the export of goods you present yourself at Diamond Office has changed.

- If you do not have a login for MyAWDC on the AWDC website, you use the attached form and fill in what applies to your export. You e-mail this form, together with your export invoice to doexport@awdc.be Diamond Office Customs Service. The form can also be found electronically on www.awdc.be/diamondoffice under Diamond Office – Procedures (DO Handling of imports and exports)
- If you do have a login for MyAWDC on the AWDC website (www.myawdc.be), you can fill out the form online straight from the Diamond Office – Export tab in your MyAWDC dashboard and send it together with your export invoice

After receiving your documents Diamond Office Customs Service prepares your export documents and sends these documents to the expertise room.

You will then be contacted by Diamond Office by telephone to come to the expertise room, Diamond Office, 1st floor, for the expertise of your export.

When the expertise is finalized, the declaration will be prepared by Customs Service.

If you have any questions, please do not hesitate to contact us via dirof@awdc.be or 03/222 07 20. Thanking you in advance for your cooperation.

Sincerely,

Diamond Office Management
Annex: export form

Diamonds love Antwerp