

22 October 2026

Dear Traders and Declaring Agents

REVISED DECLARATION PROCEDURE FOR TRADENET PERMIT APPLICATIONS AND RETRIEVAL OF LICENCE FOR GUNS, EXPLOSIVES, EXPLOSIVES PRECURSORS, WEAPONS AND NOXIOUS SUBSTANCES ITEMS (COLLECTIVELY KNOWN AS GEW) REGULATED UNDER THE GUNS, EXPLOSIVES AND WEAPONS CONTROL ACT (GEWCA)

As part of efforts to enhance information access controls, the Singapore Police Force has revised the declaration procedure for TradeNet permit applications involving the import and export of items regulated under the Guns, Explosives and Weapons Control Act (GEWCA) (CA01).

2. From **5 November 2026**, traders must declare the storage location and consignee details in accordance with the requirements in Table 1. Permit applications that do not meet the declaration requirements will be rejected.

Table 1: Revised declaration procedures from 5 November 2026

Requirement	Import Permit Application	Export Permit Application
Storage location	Declare “ STORAGELOCATION ” in the “ Place of Receipt Name/Address ” field for new applications.	Declare “ STORAGELOCATION ” in the “ Place of Release Name/Address ” field for new applications.
	Place of Receipt Name/Address field in the approved permit cannot be amended .	Place of Release Name/Address field in the approved permit cannot be amended .
Consignee Country/Region and Address	For import of goods for re-export, declare the Consignee’s overseas Country/Region Code and Address (i.e. Consignee Country/Region Code must not be “SG”) for new applications.	Declare the Consignee’s overseas Country/Region Code and Address for new applications.
	For all other imports, leave the Consignee Country/Region Code and Address fields blank for new applications.	
	The Consignee Country/Region Code and Address fields in the approved permit cannot be amended to "SG" and a local address respectively.	

3. There is no change in the declaration procedure for transshipment permit applications.

4. Upon approval of the import, export or transshipment permit application, the GEW Licence will be sent directly to the email addresses of the Declarant and Licensee registered with Singapore Customs and the Police Regulatory Department (PRD), respectively. As the GEW Licence can no longer be retrieved from the TradeNet backend portal, please ensure that the registered email addresses are accurate and up to date. Any subsequent changes to these email addresses should be promptly updated with the respective agencies.

5. If you require any clarification, please see attached common FAQs on the overleaf or refer to our website for [FAQs](#) that we constantly update over time. If you need to email us at: SPF_PRD_GEWD@spf.gov.sg for any further clarification, the reply may take up to 5 workdays or more.

Yours faithfully

**GUNS EXPLOSIVES WEAPONS DIVISION
POLICE REGULATORY DEPARTMENT
SINGAPORE POLICE FORCE**



Frequently Asked Questions (FAQs)

Revised Declaration Procedure for TradeNet Permit Applications – GEW Items under GEWCA

SECTION A: GENERAL

Q1. What is changing from 5 November 2026?

From 5 November 2026, traders must declare the storage location and consignee details in TradeNet permit applications for the import and export of GEW-regulated items in accordance with the requirements in Table 1. Permit applications that do not meet these requirements will be rejected.

Q2. Does this affect transshipment permit applications?

No. There is no change to the declaration procedure for transshipment permit applications.

Q3. Which items are covered under this revised procedure?

This applies to all items regulated under the Guns, Explosives and Weapons Control Act (GEWCA) collectively referred to as GEW items including guns, explosives, explosives precursors, weapons, and noxious substances.

SECTION B: DECLARATION REQUIREMENTS

Q4. What should I declare in the storage location field?

For import permit applications, declare "STORAGELOCATION" in the "Place of Receipt Name/Address" field. For export permit applications, declare "STORAGELOCATION" in the "Place of Release Name/Address" field.

Q5. Can I amend the storage location field after the permit application has been approved?

No. The "Place of Receipt Name/Address" field (for imports) and the "Place of Release Name/Address" field (for exports) cannot be amended once the permit has been approved. Please ensure the correct storage location is declared at the point of application.

Q6. What consignee details should I declare for import permit applications?

If you are importing goods for re-export, you must declare the consignee's overseas Country/Region Code and Address (i.e. the Consignee Country/Region Code must not be "SG"). For all other imports, leave the Consignee Country/Region Code and Address fields blank.

Q7. What consignee details should I declare for export permit applications?

For export permit applications, you must declare the consignee's overseas Country/Region Code and Address.

Q8. Can I amend the consignee details after the permit application has been approved?

The Consignee Country/Region Code and Address fields may be amended so long as they are not amended to "SG" or a local address respectively.

Q9. My permit application was rejected. What should I do?

Check that your application meets the declaration requirements set out in Table 1 above. Rectify any errors and submit a new application. If you are unsure why your application was rejected, you may contact SPF PRD at SPF_PRD_GEWD@spf.gov.sg, noting that replies may take up to 5 working days or more.

SECTION C: RETRIEVAL OF GEW LICENCE

Q10. How will I receive my GEW Licence after my permit is approved?

Upon approval of your import, export, or transshipment permit application, the GEW Licence will be sent directly to the registered email addresses of the Declarant (as registered with Singapore Customs) and the Licensee (as registered with SPF's Police Regulatory Department, or PRD). The GEW Licence can no longer be retrieved from the TradeNet backend portal.

Q11. Will TradeNet display a notification when my GEW Licence is approved?

TradeNet will still reflect the approval status of your permit application. However, the GEW Licence will no longer be available for retrieval from the TradeNet backend portal. Please retrieve the GEW Licence from your registered email inbox upon permit application approval.

Q12. I cannot find the GEW Licence email in my inbox. What should I do?

First, check your spam or junk mail folder, as automated emails can sometimes be filtered there. Next, verify that the email address registered with Singapore Customs (for Declarants) and with SPF PRD (for Licensees) is correct and current. If the email address on record is outdated or incorrect, you will need to update it with the respective agency (see Q14 and Q15 below). If you have confirmed that your email address is correct and you still have not received the licence, please contact SPF PRD at SPF_PRD_GEWD@spf.gov.sg, noting that replies may take up to 5 working days or more.

SECTION D: UPDATING EMAIL ADDRESSES

Q13. Why is it important to keep my email address updated?

Since the GEW Licence is now sent exclusively by email and can no longer be retrieved from the TradeNet backend portal, an outdated or incorrect email address will mean you do not receive your licence. This could delay your operations. Please ensure your registered email addresses are accurate before 5 November 2026.

Q14. How do I update my email address with Singapore Customs (for Declarants)?

The Key Personnel or Authorised Personnel may update the Declarant's email address via the [Apply/Update/Renew/Terminate Declaring Agent Account](#) eService.

Q15. How do I update my email address with SPF PRD (for Licensees)?

Licensees should contact SPF PRD to update their registered email address. You may write to [SPF PRD GEWD@spf.gov.sg](mailto:SPF_PRD_GEWD@spf.gov.sg) with your request. Please note that replies may take up to 5 working days or more.

Q16. How long does it take for an email address update to take effect?

Processing times may vary. Updates to the Declarant email address take effect immediately but must be done before permit application submission. For updates with SPF PRD, allow for the standard processing time of up to 5 working days or more after your request has been acknowledged.

Q17. I have submitted a request to update my email address, but it has not been reflected yet. What should I do in the meantime?

While waiting for your email address update to take effect, you should avoid submitting new permit applications, as the GEW Licence may be sent to the old email address. If you have an urgent operational need, please contact SPF PRD at [SPF PRD GEWD@spf.gov.sg](mailto:SPF_PRD_GEWD@spf.gov.sg) to flag the situation and seek guidance on interim arrangements. You should also monitor the old email inbox (if you still have access to it) for any licence notification in the interim.

SECTION E: CONTACT INFORMATION

Q18. Who should I contact for further clarification?

For queries related to the GEW Licence and SPF PRD matters, please email [SPF PRD GEWD@spf.gov.sg](mailto:SPF_PRD_GEWD@spf.gov.sg). Please note that replies may take up to 5 working days or more. You may also refer to the SPF GEW website (*after 22 Nov 2026*) for the updated [FAQs](#). For queries related to TradeNet permit application and Customs registration, please contact Singapore Customs directly.