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Old insurance refund of valid cards in importers' register

Description:

This service applies to importers whose status has already been reconciled in accordance with Law No. 7 of 2017 and whose card is valid for the refund of the previous insurance in accordance with Law No. 121 of 1982 and valued at 3,000 EGP.

Location

- In case of submission of registration documents in (Marouf - 6th of October - Alexandria - Port Said - Suez – Damietta) the request for redemption is submitted at the branch where the registration documents were submitted.
- In case of submission of registration documents in (the office of the Investors Services Complex in the General Investment Authority - Chambers of Commerce in Bab Al-Luq – Banha) the request for redemption is submitted at (Maarouf branch).

Old insurance refund terms for valid cards and required documents

1. Reconciling situations and insurance repayment in accordance with Law No. 7 of 2017.
2. There are no open consignments in process.
3. The tax card is not prohibited.
4. The insurance has not been recovered previously.
5. There is no legal obstacle preventing the insurance refund.
6. The importer has not been previously sentenced with a final verdict for committing one of the violations mentioned in Article 6 of Law No. 7 of 2017 amending Law No. 121 of 1982. There is no legal obstacle preventing the insurance refund.

Documents required recovering old insurance for valid cards

1. An original form of "Old Insurance Refund Request for Valid Cards" signed by the person concerned or who has the right to administer and sign in front of the competent employee, or with the validity of the signature from the bank according to the commercial register submitted at the time of write-off.
2. An acknowledgment of "Insurance Refund for Valid Card," signed by the concerned person or who has the right to administer and sign in front of the competent employee, or approving the validity of the signature from an approved bank.
3. A recent active and valid official extract from the commercial registry.
4. A copy of the national ID card or passport of the owner of the facility or who has the right to manage, with the original for verification.
5. The original letter from the bank with the account number on which the insurance will be transferred, provided that the bank is accredited with the electronic payment system of the Ministry of Finance, with the same name and trademark issued in its name as the insurance in the file.
6. The original receipt for the collection of the insurance amount to be recovered.

7. If the applicant is an agent or authorized representative:
 - A copy of the national ID card or passport of the agent or authorized person, with the original for verification.
 - A copy of a power of attorney notarized from the land registry, including Insurance Refund, with the original for verification, (even a second agent is acceptable).
 - An acknowledgment of the validity of the power of attorney signed by the agent (if the applicant is an agent of the facility).

Actions taken to recover insurance for valid cards

1. Book an appointment through the GOEIC's portal [[Click here](#)].
2. Please refer to the instructions for booking an appointment.
3. Submit the required documents.
4. Ensure there are no open consignments in process, and the tax card is not prohibited.
5. Verify that the insurance has not been previously recovered and that there is no legal obstacle preventing the insurance refund.
6. Process the insurance refund file.
7. Send the insurance refund request and its attachments to the Financial Affairs department for review.
8. Conduct a financial and technical audit of the application and the attachments.
9. Complete the financial cycle to recover the insurance and transfer the amount to the customer's account.

Important Notes:

1. Obtaining document forms from the GOEIC portal only.
2. To find out how to book an appointment through GOEIC's portal, please [[Click here](#)]
3. Fee: two pounds for resource development stamp duty + one pound per page for the power of attorney if submitted.
4. Only a second agent is accepted, and authorizations are not acceptable with importers' registers.
5. If the person concerned or authorized to manage and sign is outside the country and delegates their legal representative to apply for obtaining the service at GOEIC, a power of attorney issued by a foreign authority must be certified by the Egyptian embassy or consulate abroad and deposited in the land registry in Egypt.
6. **"There are no open consignments in process impeding the conduct of insurance refund procedures:"** This means that if there is any previous customs certificate (export or import) for which no reconciliation or denial notice has been received in the system, it prevents the proceeding of insurance refunds until the proceedings for such consignments have been terminated.
7. Procedures for finalizing consignments in the process:
 - The importer/exporter must complete the consignment procedures at the relevant GOEIC branch (at the port where the consignment is imported/exported). This is done by receiving the conformity or rejection notification or by submitting evidence indicating the completion of the pending consignment procedures for technical support at the airport's headquarters.
 - Consignments in the process are automatically uploaded once their procedures are completed.
 - You can go to GOEIC's branches to proceed with the insurance refund procedures.
8. Legal obstacles that may prevent an insurance refund:

1. If it is proven in the file that the facility or company has not notified GOEIC of any amendment to the registration data in the importers register within 60 days of the occurrence of that amendment, the decision on insurance refunds is postponed until the prosecution's response.
2. Prohibition of the tax card due to a violation of Article 86 or Article 96 of Regulation No. 770 of 2005, which prevents the refund of insurance until the reasons for the ban are removed and the ban is lifted.
3. If a final, judgment is handed down against the importer for an offense under Article 6 of Law No. 7 of 2017 amending Act No. 121 of 1982, unless they have been rehabilitated.
9. You can call (19591) or visit the Citizens Service Office at the airport to inquire about:
 1. Whether there are no open consignments in process.
 2. Whether the tax card is not prohibited.
 3. Whether there is no legal obstacle preventing an insurance refund.
 4. Ensuring that the account number on which the insurance will be transferred is approved by the Ministry of Finance's electronic payment system.

