



User Guide

Shipment Tracking Service



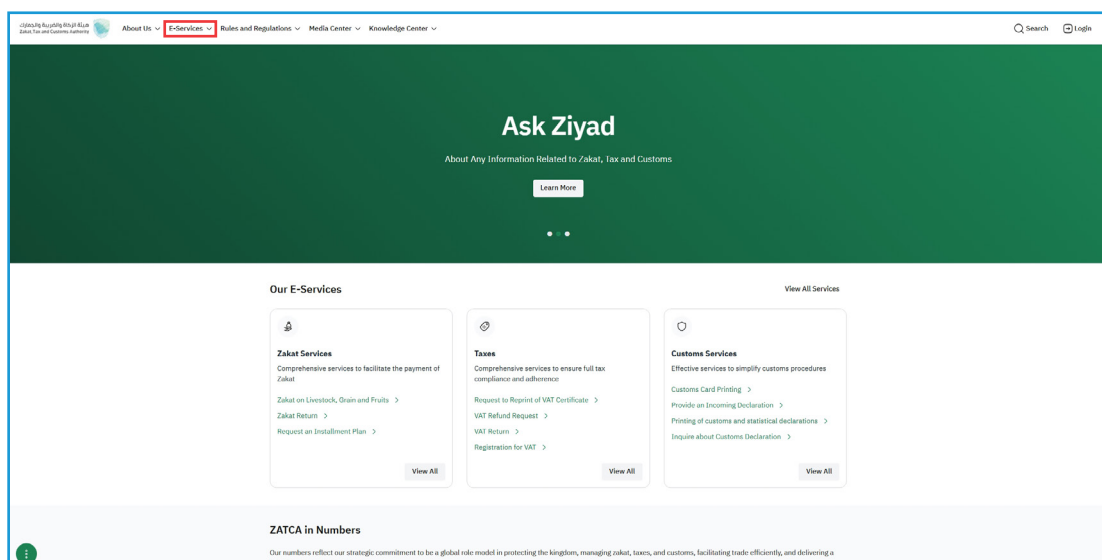
About the Guide

This guide explains how to track incoming shipments through express and standard shipping companies within the Saudi Customs jurisdiction, as well as other delivery methods.

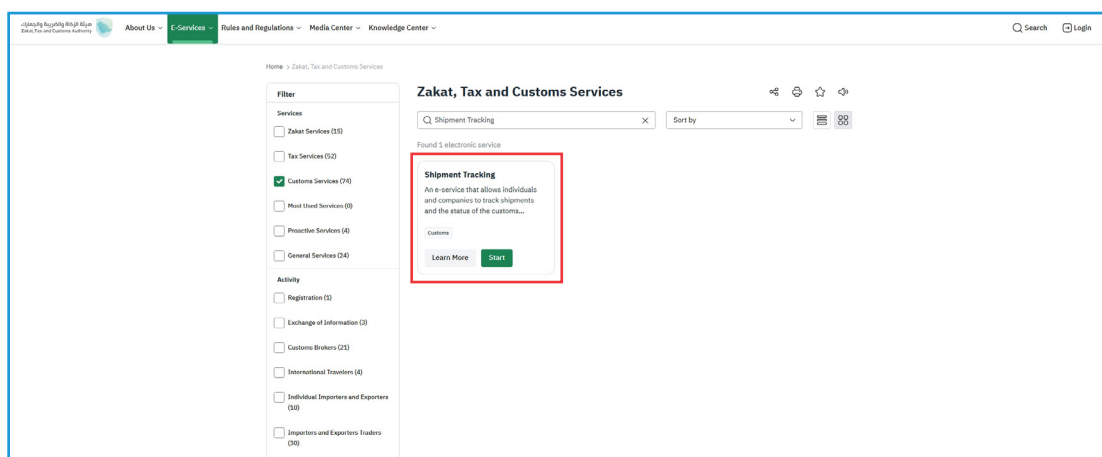


How to Access the Service

- Visit ZATCA website at: zatca.gov.sa .
- Select «E-Services» then «Zakat, Tax, and Customs Services».



- Choose «Shipment Tracking».





How to Use the Service

Shipments can be tracked via:

- Express Shipping (via express carriers).
- Standard Shipping via Customs Declarations (Land, Sea, Air, or Rail).

The following steps illustrate tracking via «Express Shipping»:

1. Enter the Bill of Lading or tracking number provided by the carrier.

The screenshot shows the 'Shipment Tracking' interface. At the top, there's a header with the Ministry of Economy and Finance logo and the title 'Shipment Tracking'. Below the header, the main section is titled 'Shipment tracking' with a subtitle 'An electronic service that allows the user to track the status of express shipments and customs declarations'. There are two tabs: 'Express Shipment' (selected) and 'Customs Declarations'. Under the 'Express Shipment' tab, there is a form with a label 'Bill Number' and a text input field containing 'XXXXXXXXXXXX'. Below the input field, there is a radio button labeled 'Use the bill number provided by the shipping company'. At the bottom of the form, there are 'Search' and 'Reset' buttons.

2. View the real-time shipment status, required actions (if any), and shipment details.

The screenshot shows the 'Shipment Tracking' interface after a search. The 'Express Shipment' tab is still selected. The 'Bill Number' input field now contains 'XXXXXXXXXXXX'. Below the input field, there is a radio button labeled 'Use the bill number provided by the shipping company'. At the bottom of the form, there are 'Search' and 'Reset' buttons. Below the form, there is a section titled 'Search Results' with a 'Print' button. The 'Search Results' section is divided into two columns. The left column is titled 'Tracking Shipment' and contains three items: 'Shipment Arrival' (Date of Shipment Arrival: 12 February 2024 - 10:23AM), 'Customs Procedures' (Completing Customs Procedures: 12 February 2024 - 10:18AM), and 'Shipment Release' (Date of Shipment Release: 12 February 2024 - 10:18AM). The right column is titled 'Shipment Details' and contains three items: 'Bill Number' (XXXXXXXXXXXX), 'Shipping company' (XXXXXXXXXXXX), and 'XXXXXXXXXXXX'.



The following images illustrate «Customs Declaration» tracking via standard shipping (Sea):

1. Select the port and tracking method.

Shipment Tracking

Shipment tracking

An electronic service that allows the user to track the status of express shipments and customs declarations

Express Shipments Customs Declarations

* Port Name * Tracking method

Choose port Choose tracking method

Search Reset

2. Enter the additional required information based on the selected shipping method.

Shipment Tracking

Shipment tracking

An electronic service that allows the user to track the status of express shipments and customs declarations

Express Shipments Customs Declarations

* Port Name * Tracking method

XXXXXXXXXXXXXXXXXX Customs declaration

* Declaration Number * Declaration Date

XXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX

Search Reset

3. View the real-time status of the Customs Declaration, any required actions, and the declaration details.

Shipment Tracking

Shipment tracking

An electronic service that allows the user to track the status of express shipments and customs declarations

Express Shipments Customs Declarations

* Port Name * Tracking method

XXXXXXXXXXXXXXXXXX Customs declaration

* Declaration Number * Declaration Date

XXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX

Search Reset

Search Results

Print

Declaration status details

- Declaration Review
Last update: 12/10/2017 - 10:50 PM
- Goods Arrival
Last update: 12/10/2017 - 10:50 PM
- Goods Examination
Last update: 12/10/2017 - 10:50 PM
- Goods Release
Last update: 12/10/2017 - 10:50 PM
2 containers or trucks out of 5 containers or trucks released

Declaration details

Declaration number: XXXXXXXXXXXXXXXXXXXX

Declaration date: XXXXXXXXXXXXXXXXXXXX

Port: XXXXXXXXXXXXXXXXXXXX

Declaration date: XXXXXXXXXXXXXXXXXXXX



Scan this code to view the last
version and all published documents
Or visit the website zatca.gov.sa