

## Annex to Decree No. 111/2005 Coll.

## Specimen of the Annual Report

THE ANNUAL REPORT ON THE HANDLING OF ROUGH DIAMONDS	
A. IDENTIFICATION OF NATURAL OR LEGAL PERSON	
<b>Required data</b>	<i>To be filled out by a <b>natural person</b> handling rough diamonds</i>
First name and surname, commercial name where appropriate	
Date of birth	
Place of stay in the territory of the Czech Republic or place of residence outside the territory of the Czech Republic	
Identification number	
Place of operation of a business / registered office	
Number of the special registration pursuant to Article 28 Act no. 440/2003 Coll.	
<i>Non-obligatory: telephone, e-mail connection</i>	
<b>Required data</b>	<i>To be filled out by a <b>legal person</b> handling rough diamonds</i>
Name of the company	
Identification number	
Registered office, location of the organizational unit of enterprise if established	
Number of the special registration pursuant to Article 28 Act no. 440/2003 coll.	
<i>Non-obligatory: telephone, e-mail connection</i>	

THE ANNUAL REPORT ON THE HANDLING OF ROUGH DIAMONDS	
B. IMPORT AND EXPORT OF ROUGH DIAMONDS	
Required data	To be filled out by a person handling rough diamonds
Import of rough diamonds	
Declarant (other than importer)	
Title of goods	
Harmonized system code number	
Overall carat weight	
Number of pieces or its estimation	
Overall value (USD)	
Date and signature	
Export of rough diamonds	
Declarant (other than exporter)	
Title of goods	
Harmonized system code number	
Overall carat weight	
Number of pieces or its estimation	
Overall value (USD)	
Date and signature	

THE ANNUAL REPORT ON THE HANDLING OF ROUGH DIAMONDS	
C. PROCESSING OF ROUGH DIAMONDS	
Required data	To be filled out by a person handling rough diamonds
Title of goods (input)	
Harmonized system code number (input)	
The numbers of all certificates which accompanied rough diamonds upon import	
Number of registration of the owner of processed rough diamonds, if other than the processing person	
Number of rough diamonds or its estimation (input)	
Overall carat processed rough diamonds weight (input)	
Type of processing	
Title of goods (output)	
Harmonized system code number (input)	
Number of processed diamonds or its estimation (output)	
Overall carat processed rough diamonds weight (output)	
Waste generated during the processing, if possible to determine	
Date and signature	

THE ANNUAL REPORT ON THE HANDLING OF ROUGH DIAMONDS				
D. TRANSACTIONS WITH ROUGH DIAMONDS				
Required data	To be filled out by a person handling rough diamonds			
Title of goods				
Harmonized system code number				
Overall carat weight				
Number of pieces or its estimation				
<b>Seller / donor / testator</b>				
First name and surname / Name of the company				
Address or registered office				
Number of registration, identification number or passport number				
<b>Acquirer</b>				
First name and surname / Name of the company				
Address or registered office				
Number of registration, identification number or passport number				
Value of transaction (in CZK, EUR or USD)				
Number of invoice or other accompanying document				
Type of transfer (please choose the appropriate)	Sale	Donation	Inheritance	Another type of transaction (please specify bellow)
Date of transfer				
Date and signature				

## INSTRUCTIONS

Any person obliged to submit the annual report pursuant to Article 32 of the Act No. 440/2003 Coll. (hereinafter „the Act“) is obliged to fill out this form. The form is divided to Parts A to D. Every natural or legal person is to fill out the Part A. The person shall fill out the Parts B to D according to the type of activity realized in the calendar year. Part B (IMPORT AND EXPORT OF ROUGH DIAMONDS) shall be completed by the overall calendar year import and export data on one sheet. Part C (PROCESSING OF ROUGH DIAMONDS) shall be completed on different sheets for every different pair of goods entering to and exiting from a processing operation (Harmonized System code of the goods). Part D (TRANSACTIONS WITH ROUGH DIAMONDS) shall be completed on different sheets for every single transaction accomplished in the calendar year.

The form is to be completed in legible writing. In case of handwriting please fill out the form in capital letters. The person is obliged to sign the Parts B to D. Filling out the incorrect, incomplete or illegible data shall be considered a breach of the annual reporting obligation.

Pursuant to Article 32 of the Act, any person handling rough diamonds in a way that involves import, export, trading or processing the rough diamonds is obliged to submit the Annual report to the General Directorate of Customs by 31 March of each year for the preceding calendar year. Pursuant to Article 31 of the Act, the person is also obliged to keep records on rough diamonds and store them for at least 10 years from the end of the calendar year in which a change of data occurred. Such records shall contain data on the change of ownership of the rough diamonds pursuant to Article 30 of the Act and data for identifying the rough diamonds pursuant to Article 31 of the Act. At the call of the General Directorate of Customs, person shall submit the records kept pursuant to Article 31 of the Act including the documents in which the demanded data are manifest.

Pursuant to Article 34 of the Act, a legal person or a natural person handling the rough diamonds in direct relation to the business activities commits an administrative tort if it fails to submit an annual report to the General Directorate of Customs within the set time limit. For this administrative tort, a fine of up to CZK 100,000 or revocation of the special registration shall be imposed pursuant to Article 34 (2) letter c) of the Act.