

Appendix

Risk Reminder Notification by XX Branch (Sub-Branch) of the State  
Administration of Foreign Exchange

No.

(Name of Enterprise):

According to (applicable regulations) and the result of offsite verification on the foreign exchange receipts and payments for trade in goods, you have significant mismatch between the goods imported and exported and the receipts and payments for trade in goods from MM/DD/YY to MM/DD/YY. You are required to present a written statement and relevant documents and give reasonable explanations to the foreign exchange authority within 10 working days upon receipt of this notification. If you fail to give explanations within the prescribed time frame or to provide supporting documents and give reasonable explanations, the foreign exchange authority will classify you into Class B in accordance with the *Guidance on Foreign Exchange Administration for Trade in Goods* and relevant regulations.

Contact person:

Tel:

The XX branch/sub-branch office of the SAFE

Date:

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Risk Reminder Notification Copy for Foreign Exchange Authority

The Risk Reminder Notification No. XXXXXXXXX was issued to (name of enterprise) on MM/DD/YY. The Enterprise has submitted a written statement and relevant documents to the foreign exchange authority on MM/DD/YY. The results are as follows:

- The Enterprise has provided reasonable explanations within the prescribed time frame, and therefore is classified into Class A.
- The Enterprise failed to provide reasonable explanations within the prescribed time frame or to provide supporting documents and give reasonable explanations, and therefore was classified into Class B on MM/DD/YY.
- The Enterprise has kept relevant indicators at normal levels for 3 consecutive months after classified into Class B, and therefore was reclassified into Class A on MM/DD/YY.

Prepared by:

Reviewed by:

Notes: 1. This risk reminder notification is issued in the procedure set out in the *Guidance on Foreign Exchange Administration for Trade in Goods* and its Implementation Details and Operation Procedures;

2. This risk reminder notification and the classification management provisions of the *Circular of the State Administration of Foreign Exchange on Issuing the Provisions on Foreign Exchange Administration for Trade in Goods* (Huifa No. 38 [2012]) shall apply respectively.