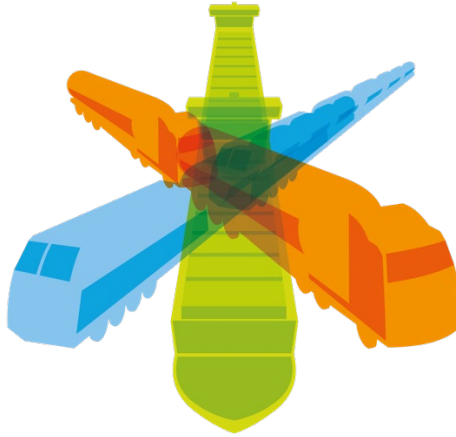




Customs documents

Procedure

Customs documents

Customs formalities apply when transporting goods into and out of the EU.

- An export declaration must be submitted in the country of departure.
- This must be done by the consignor of the product.
 - This is usually the loading address.
- An import declaration must be submitted in the country of destination.
- This must be done by the consignee of the product.
 - This is usually the unloading address.

How does this work in practice?

When loading/export document:

- After the vehicle has been loaded, the exporter must submit the export declaration to customs.
- You must wait at the loading address until customs has approved the export declaration.
- Only then may you leave the loading address.
 - Customs may decide to inspect the load. A mobile customs team will then come to the location to carry out the inspection. You must wait for this.
- You may receive a copy of the export document, but this is not always the case.
- Your container must be registered at the port in advance.



- If this has not been done, you cannot deliver the container.
 - In that case, contact Planning.
- If you leave the EU accompanied by the complete truck and trailer, you must always carry a copy of the export document.
- The export document must be scanned on departure.
- In almost all cases, you must also already have a copy of the import document for the country of arrival. This must also be scanned on departure.

When collecting a container and then unloading/import document:

- Before collecting a container, the import declaration must be completed.
- Your container must be registered at the port in advance.
- If this has not been done, you cannot collect the container.
 - In that case, contact Planning.

Document type:

The document type is stated at the top of the document.

- If it begins with the letters EX or EU, it is an export document.
- If it begins with the letters IM, it is an import document.

MRN number (Master Reference Number)

A customs document has its own unique number. This is called the Master Reference Number. This number consists of letters and digits and is always shown at the top right of the customs document.

EUROPESE GEMEENSCHAP				
Afzender/Exporteur (2) N°: BECH000177 LOUIS DREYFUS COMPANY JUICES SUISSE ROUTE DE L'AÉROPORT 29 1216 COINTRIN CH	SOORT AANGIFTE (1) EU A (IndicABO (532))		MRN 22BEE0000015338065	
	Formulieren(3) 1 1		Aang.volt (500) S	
	Artikelen (5) 1		Total Coils (6) ---	
	Datum van afgifte: 11/03/2022		Douanekantoor: BEGNE216002	
Geadresseerde (8) N°: geen COBELL - SUNMAGIC COBELL LTD. -SUNM SUNMAGIC, 1 LINDRED ROAD BB9 5SR BRIERFIELD, NELSON GB	Referentienummer (7) SG22312879			
	Code betalingswijze vervoerskosten (525) a		Code L. verz.kult. (15) a BE	
	Code(s) land(en) die deel uitmaken van het vervoerstraject (513) ---		Code L. bestemming (17) a GB	
	Aangever/verantwoordiger (14) N°: BE0465981565 LOUIS DREYFUS COMPANY BELGIUM GEENVAARD VAN DER DAELELAAN 1010 A 9000 GENT		Verantwoordiger indier sum.aangifte (14b) N°: ---	

However, T1 may also be shown here.

- This document is also called a transit document.
- In English, this is called a Transport Accompanying Document (TAD).

A T1 document is a transit document. It is used to transport goods from the EU external border to an inland destination, where the goods can be customs-cleared. For example, a container originating outside the EU is collected in Rotterdam and transported by road to Hamburg. Under the



T1 procedure, the goods travel under customs supervision from the Netherlands to Germany and are cleared at a customs office in Germany.

EUROPESE GEMEENSCHAP		1 REGELING		MRN
A -BEGELEIDINGSDOCUMENT	2 Afzender / Exporteur Nr.			
	U KOOPT HIER UW PRODUCTEN?			
	P.O. BOX 1	3498	3 Formulieren	4 Ladinglijst
	GUANGDONG	CN	5 Artikelen 1	6 Totaal coils 1
	8 Geadresseerde Nr. NL223716881	009711387 19 000094476		
AH CUSTOMS OUDER BENNEKOMSEWEG 1A EDE		6717 LM NL		Tenzendingsexemplaar terugzenden aan:
		15 Land van verzending/uitvoer CN		

VOORBEELD

This requires special attention!

When loading a shipment accompanied by a T1

- If you receive this document at the loading address, keep it with you at all times.
- When dropping off the container covered by the T1 document, place the document with the other papers in the container's document tube.

When collecting and unloading a container accompanied by a T1

- Your planner must inform you that the load is accompanied by a T1.
- You can obtain a copy of the T1 in two ways:
 - The T1 is in the container's document tube.
 - The planner must ensure that you receive a copy of the T1.

Je MOET de T1 bij je hebben voordat je met de container/oplegger mag gaan rijden!

- Before unloading, report with the T1 document to the customs office of destination. This office is usually near the unloading address.
- Your planner must provide the address of the customs office of destination.
- At the customs office of destination, you will receive proof that the T1 has been "discharged" or "closed".

Only after visiting the customs office of destination with the T1 and completing the formalities may you drive to the unloading address and unload.



You must **NEVER** unload before visiting the customs office of destination.

If the office is closed, you must wait until it opens.

Contact Planning in that case.

T2 document

Like the T1, a T2 is also a transit document. It is used to transport goods in free circulation within Europe under customs supervision. For example, a truck travelling from the Netherlands to Italy through Switzerland can use a T2 document to transit Switzerland without paying import duties at the Italian border.

EUROPESE GEMEENSCHAP		1 REGELING		MRN	
A IEVERVOER-BEGELEIDINGSDOCUMENT	2 Afzender / Exporteur Nr. NL223716881	T2			
	AH CUSTOMS Oude Bennekomseweg 1A EDE 6717 LM NL	3 Formulieren 1	4 Ladinglijst 1	009711387 19 000094476 VOORBEELD	
	8 Geadresseerde Nr. UW KLANT P.O. BOX 1 BASEL 8500 CH	Terugzendingsexemplaar terugzenden aan:			
	15 Land van verzending/uitvoer NL	17 Land van bestemming CH			
	18 Identiteit en nationaliteit van het vervoermiddel bij vertrek TRUCK NL	56 Andere voorvallen tijdens het vervoer Vermelding van de feiten en de getroffen maatregelen		G VISUM VAN DE AUTORITEITEN	

Other documents:

T2L: A status document demonstrating that the goods originate from free circulation in

the EU. This is particularly important for sea transport where products are moved within

the EU and customs may suspect that all goods on board originate outside the EU and are therefore non-Union goods. A T2L can be used to

demonstrate that the goods have Union status.

CVO / EUR1: This Certificate of Origin declares the origin

of the goods and is often requested by the importer or required by government authorities. An EUR1 certificate is a special type of origin declaration used to obtain a reduction of or exemption from import duties, as established by the EU in trade agreements.

AGD: The Administrative Accompanying Document is used for transporting

excise goods within the EU on which excise duty has not yet been paid. It is



prepared by the consignor.

VGD: The Simplified Accompanying Document is used for transporting

excise goods within the EU where excise duty has been paid in another Member State. It is prepared by the consignor.

ATR: A customs document for trade between EU Member States and Türkiye.

It allows most goods to be imported mutually free of import duties, regardless of origin. For some products, however, an ATR is not sufficient and an EUR1 must be used.

(LOI) Letter of Indemnity: This indemnity is used

for transport from a port to a customs station outside the port without the goods being customs-cleared at the port. The transport is then covered by a transit procedure and the LOI must cover the value of the goods.