

**Export Customs Requirements**

Post January the 1<sup>st</sup> we have made great steps forward in the right direction, however there are still some areas where we need to ask customers to focus, and contact us if they need any help..

**Export ready?**

- Invoices – Numbered, dated, Full shipper & Consignee addresses, with VAT & EORI Numbers
- Values & currency, description, Tariff code, quantity of items and Country of origin
- Exact Packages with Gross and Net weight – Must match packing list and actual packages sent  
**PLEASE NOTE THAT THIS SHOULD BE IN TERMS OF PALLETS / CRATES / BUNDLES, NOT NUMBER OF BOXES PACKED ON, OR WITHIN, THE ULTIMATE EXTERIOR PACKAGING -**
- Bookings made should be accurate, and no more freight, than booked, should be loaded.
- In the event of Customs Entry Amendments being required, additional Customs fees will apply.
- Your declaration of pieces & weight affects transit documents. In the event of Transit Fines from HMRC, you may be responsible for mis-declarations on your documents from which we raise our entries or Transit Documents.
- All wooden packaging should adhere to ISPM15 Forestry Commission regulations. Any delays / demurrage charges, will be passed on in the event of incorrect packaging being used.

**Points to Note..**

**EXPORT DOCUMENTATION:- Piece counts should be exact, they should not change after booking, and should be in terms of pallets / crates / stils (outer packaging), and not the number of items that are stowed within the outer packaging.**

EG. 10 boxes on 1 pallet = 1 Pallet / 40 boxes within a crate = 1 Crate (Supplementary units are recommended in the event that your indicated commodity code is requiring further breakdowns) – If you cannot fit this on your invoice or packing list, please feel free to provide a covering sheet, declaring piece counts, net and gross weights, per commodity code..

**IF YOU ARE RAISING YOUR OWN EAD'S (Export Entries) this must be included with your Invoices and packing list. The Piece Count & weights on paperwork, must match Piece count Net & Gross Weights.**

Please note that a VALID Export Declaration (EAD) must have a Barcode, an MRN, and a UCR clearly visible. If this is not visible, it can delay departure of your freight, and in the worst-case scenario can raise additional costs for lost revenue on a vehicle. A Valid EAD should show EX A as declaration Type, and Barcode, UCR, and MRN on the top right. If this not raised in this way, it can cause issues, and delays in shipping.

<b>EUROPEAN COMMUNITY - EXP-SAD/SEC</b>		DECLARATION TYPE (1)		A OFFICE OF DISPATCH/EXPORT: <b>GB000383</b>	
1 ort	2 Consignor/Exporter FTL SEALS TECHNOLOGY BRUNTCLIFFE AVENUE LEEDS LS270TG GB		No <b>GB698820868000</b>		UCR: <b>1GB555054253000-1099410</b>
	3 Forms <b>001 001</b>		4 Loading lists <b>EX A</b>		 21GB05X34169849018 ENC: <b>060 -A12094L-10/05/2021</b>
5 Items <b>001</b>		6 Total packages <b>1</b>		7 Reference numbers <b>1099410</b>	

If you do require any further assistance, or clarification on any of the above points, please do not hesitate to get in contact, we are here to help...