



Dear Customer

Ref : Brexit

From the 1st January 2021 the process will change for all goods that travel between the UK (including Northern Ireland) and the EU.

Whilst it is still uncertain as to what is happening with Brexit, from 1st January 2021 there will be a requirement for all Exporters and Importers into the EU to complete Customs Declarations before a shipment can be collected or dispatched; compliance will be key.

The responsibility will lie with you (our Customers) to ensure that all paperwork is correctly completed and provided.

The information provided will then be uploaded into our system to allow our freight forwarders and subsequent Customs to access.

Please find detailed below the guidance that has been supplied from The Palletline Network; together with an example of what your Commercial Invoice should look like.

Palletline Export & Import

Your Customer who imports/exports must have an Economic Operator Registration and Identification (EORI). This number is assigned to importers/exporters by HMRC and is used during the customs clearance process. The Government have contacted (via letter/email) all UK VAT registered businesses outlining the requirements for shippers.

EORI is linked to a VAT deferment account, more detail can be found via the links below:

www.gov.uk/eori

www.eori.uk/duty-deferment

The shipping process into the EU is Customer driven.

Your Customer must supply the following:

•Commercial invoices, shipping terms and all duties/taxes must be advised by your customer and agreed with the Delivering Member prior to any shipment being entered into Contrado (our Transport Management System)

The Delivering Member will request all or some of the shipping requirements which include:

- Customs Authority*
- Representation Forms*
- Export/Import Customs Declarations*

Duties and taxes will be invoiced to your Customers separately or added to their VAT deferment account depending on the terms of shipment.



Commercial invoices uploaded onto Contrado must contain the following information:

- *Product Country of origin*
- *Date*
- *Correct measurement of unit (weight/rods/box/crate etc)*
- *Unit price*
- *Quantity of items*
- *Total price*
- *Product description including HS/Taric code/Commodity code*
- *Consignee telephone numbers and address*
- *EORI Number for both Exporter and Importer also receiver if different*
- *Name and address of both Exporter and Importer, also the receiver if different*
- *Terms of sale (e.g DAP)*
- *Mode of shipment (air/sea/road)*
- *Value of goods with the currency €, £*
- *Extra charges (insurance, packaging)*
- *Certifications (fumigation certs may apply)*

If you have any questions in relation to any of the above then please feel free to forward your queries to traffic@lawdistribution.co.uk

We will do our best to answer you or alternatively we will seek guidance from our delivery member and come back to you.

Kind Regards

Law Distribution Ltd