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IMPORTS

-  Commercial Invoice showing Consignee & Consignor full names & addresses
-  All applicable VAT & EORI numbers
-  Country of Dispatch and Country of Origin
-  Number & Type of Packages – Gross & Nett weights – INCO Terms – Sale Value
-  Freight & Insurance costs if not included in invoice value
-  Commodity Code (Tariff Number) applicable to goods shown on invoice
-  Additional details may be required depending on the commodity code
-  Importer's or Agent's DAN details and authorisation for use
-  Letter of Direct Representation
-  Reason for Import to establish Customs Procedure Code (CPC)
-  Import Licence information

EXPORTS

-  Commercial Invoice showing Consignee & Consignor full names & addresses
-  All applicable VAT & EORI numbers
-  Number & Type of Packages – Gross & Nett weights – INCO Terms – Sale Value
-  Commodity Code (Tariff Number) applicable to goods shown on Invoice
-  Additional details may be required depending on the commodity code
-  Consignee's Customs Agent/Broker's full name & address, VAT & EORI numbers
-  Consignee's Customs Agent/Broker's telephone, email and contact details
-  Authorised Office of Destination for T forms (NCTS) where required
-  Signed T Form Indemnity
-  Letter of Direct Representation

The content on this document is purely of an informative nature and has been created to highlight a fast, efficient and smooth border trade. Instant Logistics cannot in any way be held liable if information is missing from the above guide.