

Understanding international trade documentation post EU transition



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas





Agenda



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas

- ❑ Recap: changes from 1st January 2021
- ❑ Where to go for clarification
 - ❑ UK Trade Tariff (Vol 1-3)
 - ❑ UK Global Tariff
 - ❑ GOV.UK's *Trade with the UK* tool
 - ❑ EU's *Access2Markets* database
 - ❑ GOV. UK's *Where would you like to export to?* tool
- ❑ Documentation types, source and purpose
- ❑ Sources of information and support



RECAP

Changes coming into place 1st January 2021
affecting UK importers and exporters



Considerations for UK importers



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas

Additional clarification and areas of focus for UK importers:

- ❑ New Border Operating Model
- ❑ Northern Ireland Protocol
- ❑ New UK Global Trade Tariff
- ❑ EORI numbers
- ❑ Commodity codes and BTIs
- ❑ Import Preference
- ❑ Import entries and documentation
- ❑ Customs special procedures
- ❑ Customs Procedure Codes
- ❑ Valuation on imports
- ❑ Import duty and VAT payment
- ❑ Regulatory compliance
- ❑ Intrastat
- ❑ Commercial contracts
- ❑ Incoterms
- ❑ Authorised Economic Operator (AEO)





Considerations for UK exporters



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas

Additional clarification and areas of focus for UK exporters:

- ❑ New Border Operating Model
- ❑ Northern Ireland Protocol
- ❑ EORI numbers
- ❑ Export documentation
- ❑ Commodity codes
- ❑ Export pricing
- ❑ Country of origin
- ❑ Export licenses
- ❑ Regulatory compliance
- ❑ Intellectual Property Rights
- ❑ Client and supplier contracts
- ❑ HMRC compliance





WHERE TO GO

Understanding what documentation is required
at import and export

UK Trade Tariff (Volumes 1-3)



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas

GOV.UK
Trade Tariff

Search
Additional code
Certificate
Footnotes
Quotas
CAS
A-Z
Exchange rates
Forum

Trade Tariff: look up commodity codes, duty and VAT rates

Search the tariff

This tariff is for 8 September 2020 [Change date](#)

All sections

Section title [BETA] Trade Tariff PDF (94MB)

- [Live animals: animal products](#)
- [Vegetable products](#)
- [Animal or vegetable fats and oils and their cleavage products: prepared edible fats: animal vegetable waxes](#)
- [Prepared foodstuffs: beverages, spirits and vinegar: tobacco and manufactured tobacco](#)
- [Mineral products](#)
- [Products of the chemical or allied industries](#)
- [Plastics and articles thereof: rubber and articles thereof](#)
- [Raw hides and skins, leather, furskins and articles thereof: saddlery and harness: travel handbags and similar containers: articles of animal gut \(other than silkworm gut\)](#)

Overview
Import
Export

Import measures and restrictions

This information is for 9 November 2020.

Trade between the UK and All countries

▶ [What are the main types of tariffs and charges](#)

Measures for all countries

Country	Measure	Value	Conditions that apply	Exclusions	Legal base	Start date (End date)	Footnotes
▶ All countries (1007)	VAT standard rate	20.00 %				01/08/2020	03020
▶ All countries (1001)	Third country duty	2.70 %			9226/08	01/01/1999	
▶ CARIFORUM (1033)	Tariff preference	0.00 %		Halt	D0805/08	29/12/2008	
▶ Central America (2200)	Tariff preference	0.00 %			D0734/12	01/08/2013	
▶ EU-Canada agreement re: imported goods (1006)	Tariff preference	0.00 %	Conditions		D003707	21/09/2017	CD727
					92840/72	01/01/2007	CD500
					D0196/02	14/05/2012	
					91076/06	28/07/2016	
					D0001/94	01/07/2007	CD303
					90978/02	01/01/2014	
					90978/02	01/01/2015	

Overview
Import
Export

This information is for 9 November 2020.

Import

The commodity code for importing is **6602000090**.

Goods are subject to **VAT standard rate (20.00 %)**.

Importing from outside the EU is subject to a third country duty of **2.70 %** unless subject to other measures.

Import measures and restrictions for specific countries can be found under the [import](#) tab.

Export

The commodity code for exporting and intrastat reporting is **66020000**.

Export measures and restrictions for specific countries can be found under the [export](#) tab.

Footnotes

Code	Description
TN701	<p style="margin: 0 0 0 0; font-size: x-small;">According to the Council Regulation (EU) No 692/2014 (OJ L183, p. 9) it shall be prohibited to import into European Union goods originating in Crimea or Sevastopol.</p> <p style="margin: 0 0 0 0; font-size: x-small;">The prohibition shall not apply in respect of:</p> <p style="margin: 0 0 0 0; font-size: x-small;">(a) the execution until 26 September 2014, of trade contracts concluded before 25 June 2014, or of ancillary contracts necessary for the execution of such contracts, provided that the natural or legal persons, entity or body seeking to perform the contract have notified, at least 10 working days in advance, the activity or transaction to the competent authority of the Member State in which they are established.</p> <p style="margin: 0 0 0 0; font-size: x-small;">(b) goods originating in Crimea or Sevastopol which have been made available to the Ukrainian authorities for examination, for which compliance with the conditions conferring entitlement to preferential origin has been verified and for which a certificate of origin has been issued in accordance with Regulation (EU) No 978/2012 and Regulation (EU) No 374/2014 or in accordance with the EU-Ukraine Association Agreement.</p>

UK Trade Tariff: <https://www.trade-tariff.service.gov.uk/sections>






UK Global Tariff



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas

 **GOV.UK** The UK Global Tariff

Search for your goods

You can search using:

- A commodity code
- The product description
- A combination of these

In most cases, rates in the UKGT have been set at the 8 digit commodity code level. If you have a 10 digit commodity code, use the first 8 digits to search for your product.

This tool illustrates the UKGT's applied rates only. It does not cover other import duties or measures, including anti-dumping, countervailing or safeguards duties, or any other form of restrictions on imports.



Show commodities

If you need help finding your commodity code you can use the [trade tariff tool](#).

Commodity	Description	Common External Tariff	UK Global Tariff	Change
0101 21 00	Pure-bred breeding horses	0.0%	0.0%	No change
0101 29 10	Horses for slaughter	0.0%	0.0%	No change
0101 29 90	Live horses (excl. for slaughter, pure-bred for breeding)	11.5%	10.0%	Simplified
0101 30 00	Live asses	7.7%	6.0%	Simplified
0101 90 00	Live mules and hinnies	10.9%	10.0%	Simplified
0102 21 10	Pure-bred breeding heifers "female bovines that have never calved"	0.0%	0.0%	No change
0102 21 30	Pure-bred breeding cows (excl. heifers)	0.0%	0.0%	No change
0102 21 90	Pure-bred cattle for breeding (excl. heifers and cows)	0.0%	0.0%	No change

UK Global Tariff:

<https://www.check-future-uk-trade-tariffs.service.gov.uk/tariff>



GOV.UK's Trade with the UK tool



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas

GOV.UK Trade with the UK: look up tariffs, taxes and rules

BETA This is a new service

What country or territory are you exporting from?

Continue

[Cookies](#) [Accessibility](#) [Privacy, terms and conditions](#)

OGL All content is available under the [Open Government Licence v3.0](#), except where otherwise stated.

GOV.UK Trade with the UK: look up tariffs, taxes and rules

BETA This is a new service - your [feedback](#) will help us to improve it.

Previous answer

Where are you exporting from?
European Union → United Kingdom
[Change](#)

Search for the goods you are exporting

You can search using either:

- the name of what you are exporting
- the commodity code of what you are exporting

Search

< New search

Product export information for 3304.99.00.00 from European Union to the United Kingdom

Last updated 24 Nov 2020, 10:26 p.m.

Section VI: Products of the chemical or allied industries

- Essential oils and resinoids; perfumery, cosmetic or toilet preparations 33 04 91 00 00
- Beauty or make-up preparations and preparations for the care of the skin (other than medicaments), including sunscreen or suntan preparations; manicure or pedicure preparations 33 04 99 00 00
- Other 33 04 99 00 00

[Notes](#)

Contents

- Tariffs and charges
- Other measures
- Product-specific regulations

Section I 1 to 5

Section II 6 to 14


Trade with the UK: <https://www.get-rules-tariffs-trade-with-uk.service.gov.uk/choose-country/>



EU Access2Markets Database



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas



EN English

DG TRADE

Access2Markets

Home
Goods ▾
Services ▾
Investment ▾
Markets ▾
Toolbox ▾
Contact

My Trade Assistant [How to use this form](#)


Including **ROSA** Rules of Origin Self-Assessment

Product name or HS code

Country of origin

Country of destination

Search >



Exporting from the EU, importing into the EU - all you need to know

Product-by-product information on

- tariffs & taxes
- customs procedures
- rules of origin
- trade barriers
- product requirements
- statistics

for all EU countries and for more than 120 export markets around the world.

Discover Access2Markets

Import to EU

Results for product code 3815.12.0090 from China to France

Import requirements [How to read the results](#)



latest update: 28 October 2020

Marketing requirements for pesticides and biocides

The placing on the European Union (EU) market of plant protection products, biocidal products and their active substances must comply with the marketing requirements laid down by the EU legislation designed to ensure a high level of protection of human health.

Plant protection products

Regulation (EC) No 1107/2009 of the European Parliament and of the Council (OJ L-309 24/11/2009) (CELEX 32009R1107) ⁽²⁾ lays down the rules for the authorisation of plant protection products in commercial form, the approval of their active substances as well as the rules for their placing on the market, use and control within the EU.

Import to EU

Results for product code 3815.12.0090 from China to France

Tariffs [How to read the results](#)

latest update: 02 December 2020

Origin/ Measure type	Tariff	Conditions	Footnote	EU law
ERGA OMNES Third country duty	6.50%			R3009/95
ERGA OMNES Airworthiness tariff suspension	0%	Show	CD333	R1517/18

Access2Markets Database: <https://trade.ec.europa.eu/access-to-markets/en/content>





GOV.UK's Check how to export goods



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas

Tell us whether you accept cookies

We use [cookies to collect information](#) about how you use GOV.UK. We use this information to make the website work as well as possible and improve government services.

[Accept all cookies](#) [Set cookie preferences](#)

GOV.UK Check how to export goods

BETA This is a new service – your [feedback](#) will help us to improve it.

Where would you like to export to?

Select the destination country or territory for your goods. You can come back to this page to select a different country.

[Continue](#)

Can't find the country or territory you're looking for?

We are still working on improving this service and might not have the country or territory you are looking for. If your destination country has a trade agreement with the UK, you can find it on our [trade agreement page](#).

You can also [contact us](#) directly.

GOV.UK Check how to export goods

BETA This is a new service – your [feedback](#) will help us to improve it.

[Back](#)

Export 3304.20 from the United Kingdom to France

[Disclaimer](#)

Section VI: Products of the chemical or allied industries

- Essential oils and resinoids; Perfumery, cosmetic or toilet preparations 33
- Beauty or make-up preparations and preparations for the care of the skin (other than medicaments), including sunscreen or suntan preparations; manicure or pedicure preparations 33 04
- 33 04 20

[What duties to pay](#) [How to get your goods out of the UK](#) [How to get your goods into France](#)

Trade Barriers

The Withdrawal Agreement between the EU and the UK entered into force on 1 February 2020. The UK has entered into a transition period until 31 December 2020. During the transition period, [the trade barriers reported to the EU Commission](#) remain relevant and applicable for UK exporters.

Prepare for the overseas border – 3304

United Kingdom → France Updated on: 29.09.2020

There are requirements that must be met by you, your importer or a third party in order to move your goods into your overseas destination. Failure to meet these requirements could result in your goods being stopped at the overseas border.

Requirements and procedures for moving 3304.20 into France

- [Authorisation to Import Endangered Species and Products Subject to CITES](#) +
- [Cosmetic Products Notification](#) +
- [Certificate of Good Manufacturing Practice](#) +
- [Chemical Safety Report](#) +

GOV.UK “Where would you like to export to?”: <https://www.check-duties-customs-exporting-goods.service.gov.uk/selectdest>





INTERNATIONAL TRADE DOCUMENTATION

Type, source and purpose



C88 – Single Administrative Document (SAD)

C88, known as Single Administrative Document or SAD

- ❑ Used for import and export declarations
- ❑ Underlying system CHIEF (Customs Handling of Import and Export Freight)
- ❑ 67 boxes for imports and 45 boxes for exports
- ❑ Standard form across the EU
- ❑ CHIEF is being replaced by CDS (Customs Declaration Service) – Boxes will be replaced by 'Data elements' - 78 data elements for imports and 65 for exports



C88 – The essentials



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas

EUROPEAN COMMUNITY		1	2	3	4	5	6	7			
the country of dispatch/export	1	2 Consignor/Exporter No						1 DECLARATION			
		3 Forms						4 Loading lists			
	5 Items						6 Total packages		7 Reference number		
	8 Consignee No						9 Person responsible for financial settlement No				
14 Declarant/Representative No						10 Country first destin.		11 Trading country		13 CAP	
15 Country of despatch/export						15 C disp./exp. Code		17 Country destin. Code			
16 Country of origin						17 Country of destination					

Header level data:

Type of declaration (import or export, full or simplified); details of importer, exporter and agent; number of items and packages; where the goods are coming from and going to; and the country of origin of goods



C88 – Transport and delivery



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas

Copy for t	18 Identity and nationality of means of transport at departure		19 Ctr.	20 Delivery terms		
	21 Identity and nationality of active means of transport crossing the border			22 Currency and total amount invoiced		23 Exchange rate
	25 Mode of transport at the border	26 Inland mode of transport	27 Place of loading		28 Financial and banking data	
1	29 Office of exit		30 Location of goods			

Header level data (cont):

Mode of transport (sea, air, road, etc.); identity and nationality of transport; invoice amount and currency; location of goods at time of declaration processing.



C88 – The goods



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas

31 Packages and description of goods	Marks and numbers — Container No(s) — Number and kind	32 Item No	33 Commodity Code	
			34 Country origin Code	35 Gross mass (kg)
			a b	
			37 PROCEDURE	38 Net mass (kg) 39 Quota
44 Additional information/ Documents produced/ Certificates and authorisations	40 Summary declaration/Previous document			
	41 Supplementary units		A.I. Code	
			46 Statistical value	

Item level data:

Description of packaging and goods; commodity code (as per Trade Tariff); country of origin of goods; purpose of movement (permanent import, export, simplified procedure, etc); weight and other measurements (if applicable); quota (if applicable); references relating to licenses, certificates, authorisations, and any additional information; statistical value for exports.



C88 – Duties and taxes



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas

47 Calculation of taxes	Type	Tax base	Rate	Amount	MP	48 Deferred payment	49 Identification of warehouse
+						B ACCOUNTING DETAILS	
			Total:				
	50 Principal		No		Signature:	C OFFICE OF DEPARTURE	
51 Intended office of transit (and country)	represented by	Place and date:					
52 Guarantee not valid for						Code	53 Office of destination (and country)
D CONTROL BY OFFICE OF DEPARTURE						Stamp:	54 Place and date:
Result:							Signature and name of declarant/representative:
Seals affixed: Number:							
Identity:							
Time limit (date):							
Signature:							

Calculation of duties and taxes (line items); method of payment (cash, FAS, deferment, etc.)

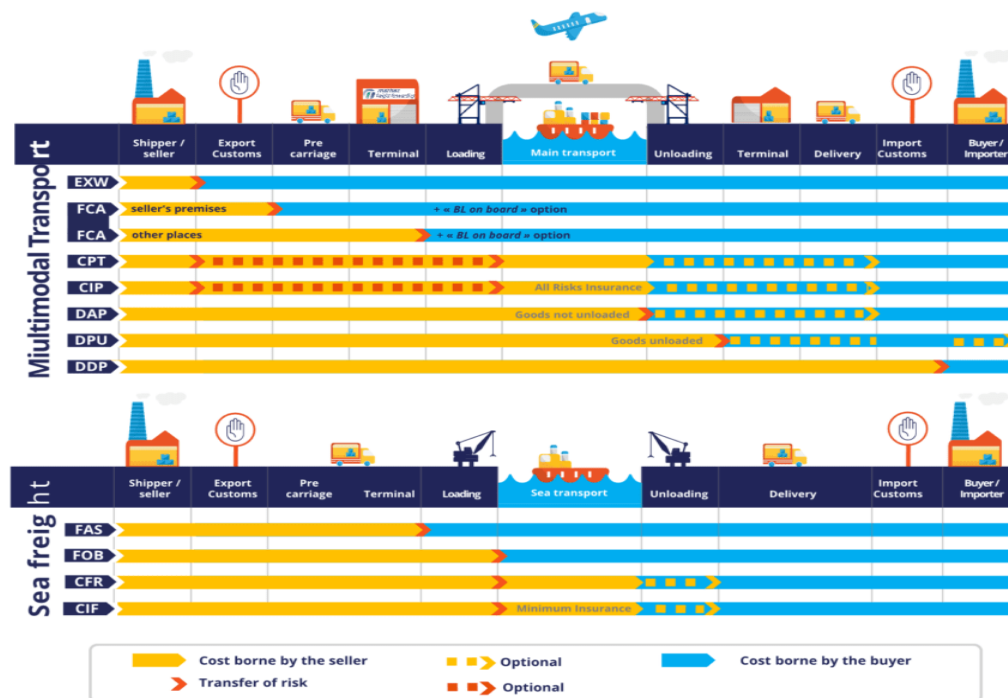


Contracts and Incoterms

Commercial contracts

When negotiating a contract with a buyer, you need to discuss and agree:

- ❑ where the goods will be delivered
- ❑ who arranges transport
- ❑ who handles and pays for insurance
- ❑ who handles customs procedures
- ❑ who pays any duties and taxes



Incoterms

- ❑ produced by International Chamber of Commerce (ICC)
- ❑ set of internationally recognised 3-letter trade terms
- ❑ describe the practical arrangements for the delivery of goods from sellers to buyers
- ❑ dictate the obligations, costs and risks between the 2 parties



Packing list



Superb Clothing Company
Postbus 219 Purmerend Noord Holland

PACKING LIST

Consignee:
Belgium Selected Clothing
51. Rue Joseph Stallaert
BE-1020 Brussels

DESCRIPTION OF GOODS		QUANTITY	CONTAINER PACKING LIST																																																												
GARMENTS		1200 Pcs	<table border="1"> <tr> <td colspan="2">Exporter The Electric Shop 1 Plate Street Brisbane, QLD, 4300 Australia</td> <td colspan="2">IncoDocs Number INCO-3764-CIRA-5789</td> <td colspan="2">Pages 1 of 1</td> </tr> <tr> <td colspan="2">Consignee The SwitchGear CO. LTD Xiao Dong Shan Xiamen Fujian, 361006 China</td> <td colspan="2">Bill of Lading No SHATSVL73288</td> <td colspan="2">Buyer Reference T50124</td> </tr> <tr> <td colspan="2">Method of Dispatch Sea</td> <td colspan="2">Type of Shipment FCL</td> <td colspan="2">Country of Origin of Goods Australia</td> </tr> <tr> <td colspan="2">Vessel / Aircraft Seamax Stanford</td> <td colspan="2">Voyage No 638E</td> <td colspan="2">Country of Final Destination China</td> </tr> <tr> <td colspan="2">Port of Loading Brisbane</td> <td colspan="2">Date of Departure 22 JUN 2017</td> <td colspan="2">Packing Information Goods packed with bubble wrap.</td> </tr> <tr> <td colspan="2">Part of Discharge Shanghai</td> <td colspan="2">Final Destination Shanghai</td> <td colspan="2"></td> </tr> <tr> <td>Container No</td> <td>Seal No</td> <td>Description of Goods</td> <td>No of Packages</td> <td>Net Weight (kg)</td> <td>Gross Weight (kg)</td> <td>Cube (m³)</td> </tr> <tr> <td>TFCU456789</td> <td>215365</td> <td>Lightbulb 2 x 37 watt Eleowire 20m Cable wire 40m</td> <td>245</td> <td>1730.00</td> <td>1820.00</td> <td>23.15</td> </tr> <tr> <td colspan="2">TOTAL</td> <td>1200 Pcs</td> <td colspan="4"></td> </tr> </table>				Exporter The Electric Shop 1 Plate Street Brisbane, QLD, 4300 Australia		IncoDocs Number INCO-3764-CIRA-5789		Pages 1 of 1		Consignee The SwitchGear CO. LTD Xiao Dong Shan Xiamen Fujian, 361006 China		Bill of Lading No SHATSVL73288		Buyer Reference T50124		Method of Dispatch Sea		Type of Shipment FCL		Country of Origin of Goods Australia		Vessel / Aircraft Seamax Stanford		Voyage No 638E		Country of Final Destination China		Port of Loading Brisbane		Date of Departure 22 JUN 2017		Packing Information Goods packed with bubble wrap.		Part of Discharge Shanghai		Final Destination Shanghai				Container No	Seal No	Description of Goods	No of Packages	Net Weight (kg)	Gross Weight (kg)	Cube (m ³)	TFCU456789	215365	Lightbulb 2 x 37 watt Eleowire 20m Cable wire 40m	245	1730.00	1820.00	23.15	TOTAL		1200 Pcs				
Exporter The Electric Shop 1 Plate Street Brisbane, QLD, 4300 Australia		IncoDocs Number INCO-3764-CIRA-5789		Pages 1 of 1																																																											
Consignee The SwitchGear CO. LTD Xiao Dong Shan Xiamen Fujian, 361006 China		Bill of Lading No SHATSVL73288		Buyer Reference T50124																																																											
Method of Dispatch Sea		Type of Shipment FCL		Country of Origin of Goods Australia																																																											
Vessel / Aircraft Seamax Stanford		Voyage No 638E		Country of Final Destination China																																																											
Port of Loading Brisbane		Date of Departure 22 JUN 2017		Packing Information Goods packed with bubble wrap.																																																											
Part of Discharge Shanghai		Final Destination Shanghai																																																													
Container No	Seal No	Description of Goods	No of Packages	Net Weight (kg)	Gross Weight (kg)	Cube (m ³)																																																									
TFCU456789	215365	Lightbulb 2 x 37 watt Eleowire 20m Cable wire 40m	245	1730.00	1820.00	23.15																																																									
TOTAL		1200 Pcs																																																													
<p>PACKAGES: GOODS ARE PACKED IN WITH 92 PCS OF PALLETS</p> <p>L/C NUMBER : E045000 COMMERCIAL NUMBER: 079305 METHOD OF LOADING: 5 X 40 FT HC CNTR(S) CONTAINER NUMBERS : CAIU8691130-DVRU0661766-CMAU54 PORT OF LOADING : AMSTERDAM PORT, NETHERLANDS PORT OF DISCHARGE : ANTWERP SEAPORT,BELGIUM NAME OF THE VESSEL : YM WEALTH VOYAGE NUMBER: 0107E BILL OF LADING NO : YMLUM564068040</p>																																																															
Additional Information Please note fragile.			Place and Date of Issue Brisbane 21 JUN 2017																																																												
			Signatory Company The Electric Shop																																																												
			Name of Authorized Signatory John Canon																																																												
			Signature 																																																												
			INCO SIG 9210056754																																																												


Essentials

- ❑ Produced by the exporter
- ❑ Details of consignment/package contents
- ❑ Used by transporters, customs, and importer
- ❑ Instructions regarding handling of consignment/package

Certificate of inspection



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas



Bureau Veritas
Consumer Products Services Germany GmbH
Businesspark A96
86842 Türkheim
Deutschland
+49 (0) 40 7 40 41-0
cpa-luer@heim@de.bureauveritas.com
Accredited according to ISO 45011, ISO 17026
and Guide 55
Accreditation to ISO 45011, ISO 17025
e Guide 65

FINAL INSPECTION REPORT

Contract No: 01
DTD: 01 January 2014
Bureau veritas is an inspection organism licensed to perform the Pre-shipment inspections according to contract No. 01 between Italian Organic Exports Ltd, Italy and USA Organic Imports Co., USA.

Purchase Order No	01 January 2014		
Inspection Organism	Kind of Inspection	Letter of Credit No	
AJM Control	PRE SHIPMENT INSPECTION	M16M90910R500185	
Name and Address			
Place of Inspection	Corsi Lumberto, N.78 78020 Francavilla Fontana Italy		
Manufacturer	ITALIAN ORGANIC EXPORTS LTD Corsi Lumberto, N.78 78020 Francavilla Fontana Italy		
Seller	ITALIAN ORGANIC EXPORTS LTD Corsi Lumberto, N.78 78020 Francavilla Fontana Italy		
Buyer	USA ORGANIC IMPORTS CO		
Notify Party	USA ORGANIC IMPORTS CO		
Final Destination	Port of Newark, USA		
Particulars of Materials	%100 organic Italian Extra Virgin olive Oil		
	Invoice	Packing List	Bill of Lading
Document Code	CI-20106	PL-2010601	MSBL0106204 01 June 2014
Status	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Report number	INSPECTION/BV/2014-06-14		
Issued on	01 June 2014		
Clause / L/C No. / issued on	L/C NO. M16M90910R500185		

Essentials

- ❑ Undertaken on behalf of trade operators (buyers, suppliers, agencies)
- ❑ Inspect products before they are shipped
- ❑ Check the quantity and quality of the merchandise
- ❑ Check products for any defects
- ❑ Ensure products meet the safety requirements of the destination market
- ❑ Issue report for import and billing



Rules of origin and trade agreements

ITC
GLOBAL ECONOMIC COOPERATION ORGANIZATION
WTO OMC

RULES OF ORIGIN FACILITATOR
Your gateway to trade agreements

Home Agreements Help About Us ITC Tools

What are you exporting?

EXPORT FROM
Select country

IMPORT TO
Select country

PRODUCT NAME OR HS CODE
Search product by code or name
What's my product code?

SEARCH

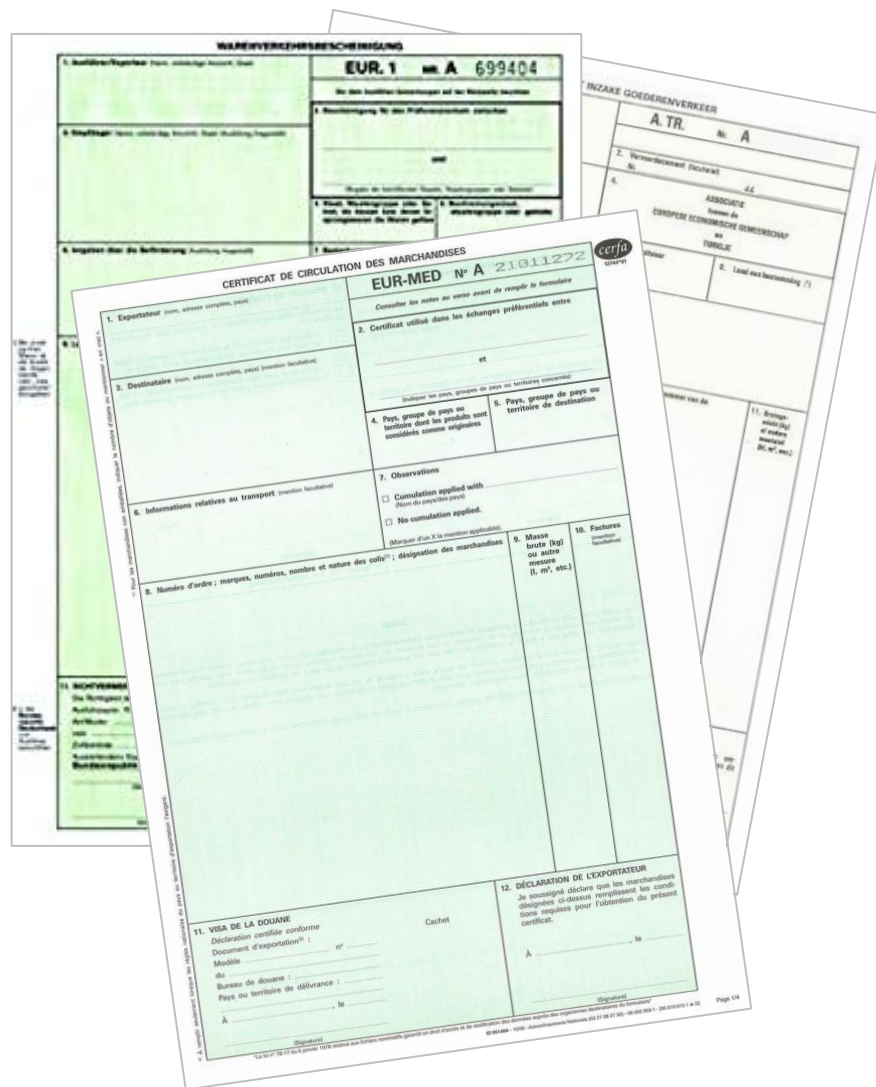
DOMINICAN REPUBLIC
Agreements as Exporter: 15
Agreements as Importer: 5
Tariff Year: 2017

Essentials

- ❑ Developed by World Customs Organisation (WCO) and International Trade Centre (ITC)
- ❑ Easy navigation of trade agreement landscape
- ❑ Over 400 FTAs and preferential trade agreements worldwide
- ❑ Covers the entire spectrum of traded goods (i.e. raw agricultural commodities to sophisticated machinery and electronics)



Preference documents (preferential origin)



Essentials

- ❑ Referred to as “preferential origin”
- ❑ “Preference”: customer abroad may pay a lower or nil rate of import customs duty on your goods
- ❑ Mandatory: know rules applying to your goods; and hold evidence to support claim
- ❑ Common types: EUR1, EUR-MED, A.TR, GSP Form A (phasing out)
- ❑ Exporter declarations
- ❑ Impact of Brexit
- ❑ Customs Notice 826 - [https://www.gov.uk/government/publications/notice-826-tariff-preferences-imports](https://www.gov.uk/government/publications/notice-826-tariff-preferences-imports/notice-826-tariff-preferences-imports)



Certificates of origin (non-preferential origin)

1 Consignor - Expéditeur - Expedidor	No.	ORIGINAL
2 Consignee - Destinatario - Destinatario	EUROPEAN COMMUNITY COMMUNAUTÉ EUROPÉENNE - COMUNIDAD EUROPEA	
	CERTIFICATE OF ORIGIN CERTIFICAT D'ORIGINE - CERTIFICADO DE ORIGEN	
	3 Country of Origin - Pays d'origine - País de origen European Community -Finland	
4 Transport details - Informations relatives au transport - Datos relativos al transporte (Optional)	5 Remarks - Remarques - Observaciones	
VESSEL: LOADPORT: DISPORT: BL I dd:		
6 Item number; marks, numbers, number and kind of packages; description of goods	7 Quantity	
Sulphuric acid in bulk NCM: 2807.00.10		
8 THE UNDERSIGNED AUTHORITY CERTIFIES THAT THE GOODS DESCRIBED ABOVE ORIGINATE IN THE COUNTRY SHOWN IN BOX 3 L'autorité soussignée certifie que les marchandises désignées ci-dessus sont originaires du pays figurant dans la case No. 3 La autoridad infrascripta certifica que las mercancías abajo mencionadas son originarias del país que figura en la casilla no. 3		
SATAKUNTA CHAMBER OF COMMERCE		
Place and date of issue; name, signature and stamp of competent authority Lieu et date de délivrance; désignation, signature et cachet de l'autorité compétente Lugar y fecha de expedición; designación, firma y sello de la autoridad competente		

Essentials

- ❑ Referred to as “non-preferential origin”
- ❑ Requirement driven by: politics, policy, financial, perception
- ❑ Impact of Brexit
- ❑ WTO Rules of Origin - https://www.wto.org/english/tratop_e/roi_e/roi_info_e.htm#:~:text=Rules%20of%20origin%20are%20the,to%20the%20rules%20of%20origin
- ❑ Determining origin



Certificates

1. Name and address of exporter	2. PHYTOSANITARY CERTIFICATE [No. EC / / /]
3. Declared name and address of consignee	4. Plant Protection Organisation of to Plant Protection Organisation(s) of 5. Place of origin
6. Declared means of conveyance	
7. Declared port of destination	
8. Distinguishing name of product	
10. This is to certify — have been — are consigned — are consigned — are consigned country.	
11. Additional declaration	
DISINFESTATION TREATMENT	
12. Treatment	
13. Chemical (active ingredient)	
15. Concentration	
17. Additional information	

OMTEST Guangzhou Wangdong Electronics Technology Co., Ltd
10th floor, No. 1205, Science and Technology Building Zhusheng Village Panyu
Guangzhou, China

Certificate of Conformity
About the Low Voltage Directive 2006/95/EC

Certificate No. CE2009070213
Export No. 01

Wangdong Electronics Technology Co., Ltd
Science and technology building
Panyu, Guangzhou, China

Machines

A11:2004+A12:2006+A2:2006

of a sample of the above mentioned
Licence Holder's disposal. This is to
reason of Annex I of Council Directive
the Low Voltage Directive. The holder
connection with the EC declaration of

Manager
Chen
18 2009

VETERINARY HEALTH CERTIFICATE

PRIVACY ACT STATEMENT
AUTHORITY: 10 U.S.C. Section 3013, Secretary of the Army; 10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5013, Secretary of the Air Force; DoD Directive 6400.4, DoD Veterinary Services Program; AR 48-965, SECNAVIS 1 6401-1B, AFM 48-131, Veterinary Health Services; and E.O. 5997 (GDS)

PRINCIPAL PURPOSE(S): The personal information will facilitate and document your animal's general health and rabies vaccination status to permit interstate and international movement.

ROUTINE USE(S): Used by state, Federal, and international health authorities to request and record the ownership, identity, and vaccination status of the described animal. The information may also be used to aid in Federal, state, and local preventive health and communicable disease control programs, compile statistical data, conduct research, track, and assist in law enforcement, to include investigations and litigation.

DISCLOSURE: Voluntary; however, if the requested information is not furnished, the animal may not be allowed interstate or international movement.

1. OWNER'S NAME (Last, First, Middle Initial) _____ 2. TELEPHONE NUMBER (Include Area Code) _____

3. ADDRESS (Number, Street, City, State, ZIP Code) _____

4. ANIMAL
a. NAME _____ b. SPECIES _____ c. SEX _____ d. AGE _____ e. WEIGHT _____
f. PREDOMINANT BREED _____ g. COLOR(S) _____

5. RABIES IMMUNIZATION DATA
a. PRODUCER (For 2 doses) _____ b. LOT NUMBER _____ c. VIRUS TYPE _____ d. DATE VACCINATED _____ e. VACCINATION DURATION _____

This is to certify that the above described animal has been examined by me on the date below and was found to be free of any apparent communicable disease. This animal appears healthy for transport, but needs to be maintained at a temperature within its thermal neutral zone. It is recommended that the ambient temperature of this animal's environment be maintained within the specifications of USDA Regulation 9 CFR, 3.18. To the best of my knowledge this animal has not been exposed to rabies and did not originate from a rabies quarantine area.

6. FACILITY ADDRESS (Street, City, State, ZIP Code) _____ 7. VETERINARIAN
a. NAME _____ b. LICENSE NUMBER _____
c. SIGNATURE _____ d. DATE (YYYYMMDD) _____

INSTRUCTIONS

1. OWNER'S NAME. Self-explanatory.
2. TELEPHONE NUMBER. Self-explanatory.
3. ADDRESS. Self-explanatory.
4. ANIMAL.
a. NAME. Self-explanatory.
b. SPECIES. Self-explanatory.
c. SEX. Self-explanatory; indicate if spayed or neutered.
d. AGE. Self-explanatory.
e. WEIGHT. Self-explanatory.
f. MICROCHIP NUMBER(S). List all scannable microchips implanted in this animal.
g. PREDOMINANT BREED. List only the predominant breed; if not purebred, followed by the word "mix".
h. COLOR(S). Self-explanatory.
5. RABIES IMMUNIZATION DATA. Information derived from valid Rabies Vaccination Certificate for described animal.
6. PRODUCER. The first three letters of the company name of the company that produced the vaccine.
7. LOT NUMBER. Production lot number of the vaccine used.
8. VIRUS TYPE. Virus type of the vaccine used (e.g., M/R, modified live, recombinant).
9. DATE VACCINATED. Self-explanatory.
10. VACCINATION DURATION. Length of time in years that the vaccination is valid for.
11. FACILITY ADDRESS. Self-explanatory.
12. VETERINARIAN.
a. NAME. Name of the veterinarian performing the examination and verifying the rabies vaccination information.
b. LICENSE NUMBER. Veterinary medical license number, to include two letter state of issuance, of the responsible veterinarian.
c. SIGNATURE. Self-explanatory.
d. DATE. Self-explanatory.

DD FORM 2209, APR 2009 PREVIOUS EDITION MAY BE USED. Addex Form 2209 8.0

Essentials

Common certificates include:

- ❑ Health certificates
- ❑ Certificates of Conformity
- ❑ Certificates of Free Sale
- ❑ Certificates of Analysis
- ❑ Certificates of Formulation
- ❑ Quality certificates
- ❑ Trademark certificates
- ❑ Phytosanitary certificates
- ❑ Catch certificates



Controlled goods

[Home](#) > [Organisations](#)

[Export Control Joint Unit](#)

Part of [Department for International Trade](#)

[Apply for an export licence on SPIRE](#)

[Check if you need an export licence](#)

[Check if you can use an Open General Export Licence](#)

[Find an Open General Export Licence](#)

[Find training for exporters](#)

[Export controls: military goods, software and technology](#)

[Export controls: dual-use items, software and technology, goods for torture and radioactive sources](#)

Featured



19 August 2019 — Detailed guide
Exporting controlled goods from 1 January 2021

Guidance explaining what will change for exporters of controlled goods from 1 January 2021.



15 April 2020 — Collection
Strategic export controls: licensing data

Reports and data on export control licensing compiled by the export control organisation.



9 April 2020 — Collection
Notices to exporters

Notices to exporters published by the Export Control Joint Unit (ECJU).

Essentials

- ❑ License requirement: nature of the goods due to be exported; destination concerned; ultimate end use of the goods; licensability of trade activities
- ❑ Broad categories:
 - ❑ Goods specially designed or modified for military use and their components
 - ❑ dual-use items - used for civil or military purposes
 - ❑ associated technology and software
 - ❑ goods that might be used for torture
 - ❑ radioactive sources
- ❑ International Import Certificate

Strategic military and dual-use goods - <https://www.gov.uk/government/publications/uk-strategic-export-control-lists-the-consolidated-list-of-strategic-military-and-dual-use-items-that-require-export-authorisation>

OGEL and Goods Checker Tools - https://www.ecochecker.trade.gov.uk/spirefox5live/fox/spire/OGEL_GOODS_CHECKER_LANDING_PAGE/new

SPIRE (apply for export or trade licence) - <https://www.spire.trade.gov.uk/spire/fox/espire/LOGIN/login>



Transport documents

DHL Shipment Airwaybill
1-800-CALL-DHL

9213014274

Origin: [] Destination: []

1 From (Shipper)
Account no. Shipper's reference
Company name
Shipper's name
Address

4 Pcs/Weight/Size
No. of pieces
Weight

Form HWCN01v112

The Hazardous Waste Regulations 2005:
Consignment Note

Environment Agency
PRODUCER'S/HOLDER'S/CONSIGNOR'S COPY (Delete as appropriate)

Date: 02/01/1999

BILL OF LADING Page 1

SHIP FROM
Name: ABC Company
Address: 1000 ABC Drive
City/State/Zip: Any City, AB, 10000
SID: []

SHIP TO
Name: XYZ Company
Address: 9000 XYZ Drive
City/State/Zip: Some City, ZY 90000
CID#: []

THIRD PARTY FREIGHT CHARGES BILL TO:
Name: []
Address: []
City/State/Zip: []

SPECIAL INSTRUCTIONS:
Prepaid Collect 3rd Party

Bill of Lading Number: 06141411234567890
Carrier Name: JTL Transportation
Seal number(s): []
SCAC: ABCD
Pro number: 12345678901234567890

CUSTOMER ORDER NUMBER	# PKGS	WEIGHT	PALLETS/SLIP (CIRCLE ONE)	ADDITIONAL SHIPPER INFO
45012345698	144 ctns	1152 lbs	<input type="radio"/> Y <input type="radio"/> N	
6805673	15 ctns	45 lbs	<input type="radio"/> Y <input type="radio"/> N	
			<input type="radio"/> Y <input type="radio"/> N	
			<input type="radio"/> Y <input type="radio"/> N	
			<input type="radio"/> Y <input type="radio"/> N	
GRAND TOTAL	159 ctns	1197 lbs		

HANDLE UNIT	PACKAGE	WEIGHT	H.M. (lb)	COMMODITY DESCRIPTION	LTL ONLY
1 Pkts	48 Ctns	384 lbs		Sport Accessories	154865 00 70
2 Pkts	96 Ctns	768 lbs		Video Tape Recording	168955 03 92.5
15 ctns	15 Ctns	45 lbs		Recordings, Sound, Disc, Tape	168945 01 100
18	159	1197		GRAND TOTAL	

NOTE: Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).

SHIPPER SIGNATURE / DATE: []
Signature: []
Date: []

CARRIER SIGNATURE / PICKUP DATE: []
Signature: []
Date: []

3 The waste will be taken to (name, address and postcode): []

4 The waste producer was (if different from 2) (name, address, postcode, telephone, e-mail, facsimile): []

If continuation sheet used, tick here

Quantity (kg) The chemical/biological components in the waste and their concentrations are: []

Physical form (gas, liquid, solid, powder, sludge or mixed) []

Hazard code(s) []

Container type, number and size []

Completed for each EWC identified

Proper shipping name(s)	UN classes	Packing group(s)	Special handling requirements

PART D Consignor's certificate

I certify that the information in A, B and C has been completed and is correct, that the carrier is registered or exempt and was advised of the appropriate precautionary measures. All of the waste is packaged and labelled correctly and the carrier has been advised of any special handling requirements.

I confirm that I have fulfilled my duty to apply the waste hierarchy as required by Regulation 12 of the Waste (England and Wales) Regulations 2011.

1 Consignor name: []

On behalf of (name, address, postcode, telephone, e-mail, facsimile): []

Signature: []
Date: []

Time: []

Where more than one waste type is collected all of the information given below must be completed for each EWC

EWC code received (kg)	EWC code accepted/rectified	Waste management operation (R or D code)

is given in A3 on: Date [] Time []

Signature: []
Date: []

Essentials

- ❑ Export Cargo Shipping Instruction
- ❑ Cargo Manifests
- ❑ Bill of lading
- ❑ AWB – Airway bill
- ❑ Seaway bill
- ❑ CMR consignment note
- ❑ CIM consignment note
- ❑ Insurance (or proof of)





Dangerous goods

© SITPRO 1999 **DANGEROUS GOODS NOTE**

1 Consignee reference: SGB 214832591000-T63981
2 Consignee telephone: BN001251
3 Consignee reference: T6-3981
4 Forwarder's reference: ARG 4367H

5 Consignee: CASILLA BOX S.A., CASILLA DE CORRERO 6091, BUENOS AIRES, ARGENTINA

6 Shipper: CASILLA BOX S.A., CASILLA DE CORRERO 6091, BUENOS AIRES, ARGENTINA

7 Freight forwarder: FORREST FORWARD COMPANY, VENTURA BUSINESS PARK, STAFFORDSHIRE DE15 4ZY

8 International carrier: ORCHARD SHIPPING

9 Other UK transport details (e.g. ICC, services, vehicle reg. ref. receiving dates): DELIVER TO CONTAINERBASE MANCHESTER BY 5/6/03

10 I hereby declare that the contents of this consignment are fully and accurately described below by proper shipping name, and are classified, packaged, marked and labelled/inscribed and are in all respects in proper condition for transport according to the applicable international and national governmental regulations and in accordance with the provisions shown overleaf. The shipper must complete and sign box 17.

11 TO THE RECEIVING AUTHORITY: Please receive for shipment the goods described below subject to your jurisdiction regulations and conditions (including those set to follow).

12	13	14	15	16	17
Quantity	Net weight (kg) of goods	Gross weight (kg) of goods	Code (in % of goods)	Code (in % of goods)	Code (in % of goods)
CB CONTAINING 11821 BUENOS AIRES	1 PALLET	1,800	2,000	4.00	
	10X200L DRUMS ALLYL ALCOHOL				
UN 1098 ALLYL ALCOHOL, 6.1(3), I (21°C c.c.) Carriage in accordance with 1.1.4.2.1					

18 Container/vehicle packing certificate: THIS BOX WOULD BE COMPLETED BY THE COMPANY RESPONSIBLE FOR LOADING THE CONTAINER (OR VEHICLE, IF NOT CONTAINERISED)

19 Container/vehicle identification number: STPU284152/5

20 Container/vehicle size and type: 40' GENERAL STANDARD HEIGHT

21 Total gross weight of goods: 2,500

22 Total cube of goods: 4,500

23 Receiver's name: BATHUNT (UK) PLC

24 Receiver's address: A POTTS SHIPPING CLERK, CROYDON 20/5/03

25 Receiver's signature: [Signature]

SITPRO Documents Guide: Dangerous Goods Note Completion Guide

Essentials

- ❑ Responsibility of exporter
- ❑ Material Safety Datasheet (MSDS)
- ❑ Dangerous Goods Declaration
- ❑ Goods Safety Advisor

Payment documentation

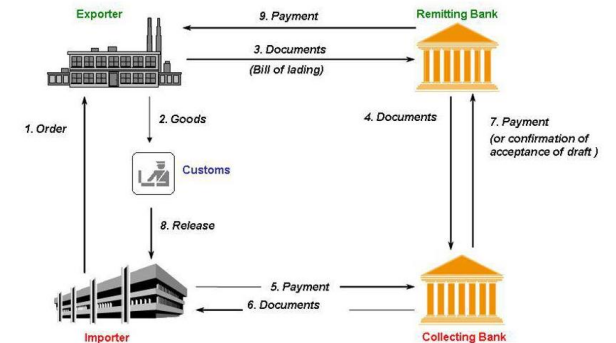


THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas

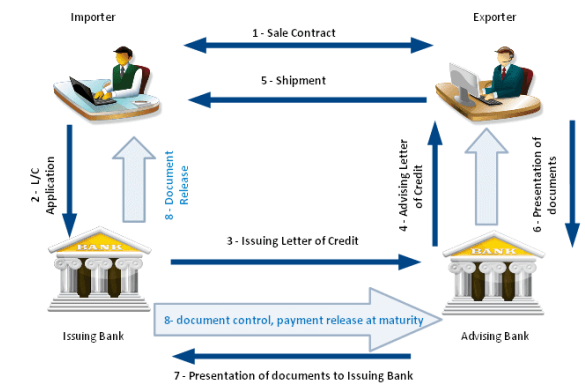
International Methods of payment

- Open account
- Documentary collection (time)
- Documentary collection (sight)
- Letter of credit (time)
- Letter of credit (sight)
- Cash in advance

Documentary collection



Letter of credit





Additional sources of information and support



Sources of information

- Apply for EORI number - <https://www.gov.uk/eori>
- New Border Operating Model - https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/908534/Border_Operating_Model.pdf
- Simplified procedures for import and export - <https://www.gov.uk/government/publications/import-and-export-simplified-procedures-application-ce48>
- Training and qualifications - <http://www.export.org.uk/default.asp?>
- Customs Intermediary Grant Scheme - <https://www.customsintermediarygrant.co.uk/>
- Freight forwarders - <https://www.bifa.org/members>
- Classifying goods – UK Trade Tariff / EU Common External Tariff - <https://www.gov.uk/guidance/classification-of-goods>
- Subscribe to updates on commodity codes by emailing tariff.management@hmrc.gsi.gov.uk
- Consult HMRC if in doubt over commodity code by emailing the Tariff Classification Service (classification.enquiries@hmrc.gov.uk) for non-legally binding advice on classifying goods
- Importing under preference – <https://www.gov.uk/guidance/importing-and-exporting-using-international-trade-preferences>
- Valuation methods and guidance – <https://www.gov.uk/government/publications/notice-252-valuation-of-imported-goods-for-customs-purposes-vat-and-trade-statistics>



Sources of information



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas

- ❑ Customs Special Procedures – <https://www.gov.uk/government/publications/notice-3001-special-procedures-for-the-union-customs-code>
- ❑ Duties and rates applicable to UK goods in export markets - <https://www.check-duties-customs-exporting-goods.service.gov.uk/selectdest> and <https://madb.europa.eu/madb/euTariffs.htm> (view as a third country i.e. China)
- ❑ WTO Rules of Origin - https://www.wto.org/english/tratop_e/roi_e/roi_info_e.htm
- ❑ Export control organisation - <https://www.gov.uk/guidance/beginners-guide-to-export-controls>
- ❑ OGEL and Goods Checker Tools - https://www.ecochecker.trade.gov.uk/spirefox5live/fox/spire/OGEL_GOODS_CHECKER_LANDING_PAGE/new
- ❑ Regulation - Trade associations - <http://www.taforum.org/Members>
- ❑ CE and UKCA mark - <https://www.bsigroup.com/en-IL/Our-services/Product-certification/ukca-mark/>
- ❑ Protecting intellectual property - <https://www.gov.uk/intellectual-property-an-overview>
- ❑ UK overseas intellectual property attaché network - <https://www.gov.uk/government/news/uk-overseas-intellectual-property-attache-network>
- ❑ Incoterms - <https://iccwbo.org/>



Sources of information



THE EXPORT DEPARTMENT
Empowering SMEs to expand overseas

- ❑ Information Commissioner Office (ICO) - <https://ico.org.uk/for-organisations/data-protection-at-the-end-of-the-transition-period/>
- ❑ Oxford to Cambridge Arc Growth Hubs:
 - SEMLEP Growth Hub - <https://www.semlepgrowthhub.com/>
 - OxLEP Growth Hub – <https://www.oxlepbusiness.co.uk/>
 - New Anglia Growth Hub - <https://www.newangliagrowthhub.co.uk/>
 - Buckinghamshire First - <https://bbf.uk.com/>
 - Cambridge & Peterborough - <https://cambridgeshirepeterborough-ca.gov.uk/>
- ❑ The Export Department <https://www.exportdept.co.uk>
- ❑ BEIS 'Check, Change, Go' webinars
<https://www.workcast.com/ControlUsher.aspx?cpak=2905552366482043&pak=2807339524439725&referrer=BIRD>
- ❑ Department for International Trade
<https://www.gov.uk/government/organisations/department-for-international-trade>
- ❑ Local Chambers of Commerce - <https://www.britishchambers.org.uk/page/join-a-chamber>
- ❑ Export market information - <https://opentoexport.com/>
- ❑ Training – Institute of Export – <https://www.export.org.uk>

Thank you for your time!

Contacts:

Name: Andrea Collins
Company: The Export Department
Tel. +44 (0) 7500 831800
Email: acollins@exportdept.co.uk
Twitter: [@TheExportDept](https://twitter.com/TheExportDept)
LinkedIn: [in/andreacollins](https://www.linkedin.com/in/andreacollins)

