



Council of the
European Union

Brussels, 13 May 2022
(OR. en)

Interinstitutional File:
2022/0050 (NLE)

7680/22
ADD 1

UD 68
CID 3
TRANS 188
UK 57

LEGISLATIVE ACTS AND OTHER INSTRUMENTS

Subject: Draft DECISION of the EU-CTC Joint Committee as regards amending the data element requirements for transit declarations and rules on administrative assistance in Appendices I, IIIa and IV to the Convention on a common transit procedure

DRAFT

**DECISION No .../2022
of the EU-CTC Joint Committee**

of ...

**as regards amending the data element requirements for transit declarations
and rules on administrative assistance in Appendices I, IIIa and IV
to the Convention on a common transit procedure**

THE EU-CTC JOINT COMMITTEE,

Having regard to the Convention of 20 May 1987 on a common transit procedure, and in particular Article 15(3), point (a), thereof,

Whereas:

- (1) Pursuant to Article 15(3), point (a), of the Convention of 20 May 1987 on a common transit procedure (the ‘Convention’)¹, the Joint Committee established by that Convention is to adopt, by decision, amendments to the Appendices to the Convention.
- (2) Annex B to Commission Delegated Regulation (EU) 2015/2446² has been amended by Commission Delegated Regulation (EU) 2021/234³. That Annex lays down the data element requirements for the transit declaration to better harmonise the common data elements for the exchange and storage of information between customs authorities as well as between customs authorities and economic operators. Such horizontal harmonisation was necessary to ensure inter-operability between the customs electronic systems used for the different types of declarations and notifications. Annex B6a to Appendix IIIa to the Convention mirrors Annex B to Delegated Regulation (EU) 2015/2446 and should therefore be amended accordingly.

¹ OJ L 226, 13.8.1987, p. 2.

² Commission Delegated Regulation (EU) 2015/2446 of 28 July 2015 supplementing Regulation (EU) No 952/2013 of the European Parliament and of the Council as regards detailed rules concerning certain provisions of the Union Customs Code (OJ L 343, 29.12.2015, p. 1).

³ Commission Delegated Regulation (EU) 2021/234 of 7 December 2020 amending Delegated Regulation (EU) 2015/2446 as regards common data requirements, and Delegated Regulation (EU) 2016/341 as regards the codes to be used in certain forms (OJ L 63, 23.02.2021, p. 1).

- (3) Annex B to Commission Implementing Regulation (EU) 2015/2447¹ has been amended by Commission Implementing Regulation (EU) 2021/235². That Annex lays down the formats and codes of the common data elements for the transit declaration, in order to better harmonise the formats and codes of the common data elements for the storage of information and for its exchange between customs authorities, as well as between customs authorities and economic operators. The formats and codes of the common data elements needed to be harmonised to ensure that the electronic customs systems used for the various types of declarations and notifications are inter-operable once the common data requirements have been harmonised. Annex A1a to Appendix IIIa to the Convention mirrors Annex B to Implementing Regulation (EU) 2015/2447 and should therefore be amended accordingly.
- (4) In order to improve the readability of the data elements requirements for transit declarations, the respective formats and codes, Annex A1a and Annex B6a to Appendix IIIa to the Convention should be merged into one single Annex A1a.

¹ Commission Implementing Regulation (EU) 2015/2447 of 24 November 2015 laying down detailed rules for implementing certain provisions of Regulation (EU) No 952/2013 of the European Parliament and of the Council laying down the Union Customs Code (OJ L 343, 29.12.2015, p. 558).

² Commission Implementing Regulation (EU) 2021/235 of 8 February 2021 amending Implementing Regulation (EU) 2015/2447 as regards formats and codes of common data requirements, certain rules on surveillance and the competent customs office for placing goods under a customs procedure (OJ L 63, 23.02.2021, p. 386).

- (5) In Appendix I to the Convention, the references to Appendix III should be corrected and replaced by Appendix IIIa in the case of provisions applicable as of the deployment of the upgrading of the New Computerised Transit System referred to in the Annex to Commission Implementing Decision (EU) 2016/578¹.
- (6) The rules on mutual assistance for the recovery of claims as set out in Appendix IV to the Convention have been in place for a relatively long time and not been changed. Those rules are important as they safeguard the financial interests of the common transit countries, the Union and the Member States . Those rules should be revised in order to align them with the respective Union rules.
- (7) The Convention should therefore be amended accordingly,

HAS ADOPTED THIS DECISION

¹ Commission Implementing Decision (EU) 2016/578 of 11 April 2016 establishing the Work Programme relating to the development and deployment of the electronic systems provided for in the Union Customs Code (OJ L 99, 15.4.2016, p. 6).

Article 1

- (1) Appendix I to the Convention is amended as set out in Annex A to this Decision.
- (2) Appendix IIIa to the Convention is amended as set out in Annex B to this Decision.
- (3) Appendix IV to the Convention is amended as set out in Annex C to this Decision.

Article 2

This Decision shall enter into force on the day of its adoption.

Done at ...,

For the Joint Committee

The President

Annex A

Appendix I to the Convention is amended as follows:

- (1) In Article 25, second paragraph, the text ‘Annexes A1a and B6a to Appendix III’ is replaced by the following:

‘Annex A1a to Appendix IIIa’;
 - (2) In Article 27, second paragraph, the text ‘Annex B6a to Appendix III’ is replaced by the following:

‘Annex A1a to Appendix IIIa’;
 - (3) In Article 41, point 3, the text ‘Appendix III’ is replaced by the following:

‘Appendix IIIa’;
-

Annex B

Appendix IIIa to the Convention is amended as follows:

- (1) Article 2 is amended as follows:
 - (a) ‘Annex B6a’ is replaced by the following:

‘Annex A1a’;
 - (b) ‘in Annex A1a’ is replaced by the following:

‘in that Annex’;
- (2) Article 7(1) is amended as follows:
 - (a) after the text ‘Annex B4’ the following text is inserted:

‘to Appendix III’;
 - (b) the text ‘in Annex B5’ is replaced with the text:

‘in Annex B5a to Appendix IIIa’;
- (3) In Article 8 the text ‘to this Appendix’ is replaced by the following:

‘to Appendix III’;

- (4) In Article 9, after the text ‘Annex B10’ the following text is inserted:
- ‘to Appendix III’;
- (5) In Article 10(1), after the text ‘Annex C3’ the following text is inserted:
- ‘to Appendix III’;
- (6) Article 11(1) is amended as follows:
- (a) after the text ‘Annex C6’ the following text is inserted:
- ‘to Appendix III’;
- (b) after the text ‘Annex C7’ the following text is inserted:
- ‘of that Appendix’;

- (7) Annex A1a is replaced by the following:

‘ANNEX A1a

COMMON DATA REQUIREMENTS FOR A TRANSIT DECLARATION

This Annex shall apply as of the dates of deployment of the upgrading of the NCTS referred to in the Annex to Implementing Decision (EU) 2016/578, with the exception of the provisions on data elements relating to an electronic transport document as a transit declaration as referred to in Article 55(1)(h) of Appendix I, which shall apply at the latest as of 1 May 2018.

TITLE I

DATA REQUIREMENTS

CHAPTER I

Introductory notes to the data requirements table

- (1) The data elements, formats, codes and, if applicable, the structure of the data elements, defined in this Annex shall apply to transit declarations made by using an electronic data processing techniques as well as to paper-based declarations.

- (2) The data elements, which may be provided for each transit procedure and the formats of the data elements, are set out in the data requirements table in Title II. The specific provisions concerning each data element as they are described in Title III apply without prejudice to the status of the data elements as defined in the data requirements table.

The data elements are listed in the order of their data element number.

- (3) The ‘A’, ‘B’ or ‘C’ symbols in the table in Title II have no bearing on the fact that certain data is collected only where circumstances warrant it. For example, the D.E. 18 09 057 000 Combined Nomenclature code (status ‘A’) will only be collected where required by the Contracting Parties’ legislation.

They may be complemented by conditions or clarifications listed in the numbered notes attached to the data requirements in Chapter II, Title II and in the notes of Title III.

- (4) Without affecting in any way the obligations to provide data according to this Annex and without prejudice to Article 29 of Appendix I, the content of the data provided to customs for a given requirement will be based on the information, as it is known by the economic operator that provides it at the time it is provided to Customs.

- (5) Whenever the information in a transit declaration dealt with in this Annex takes the form of codes, the code-list provided for in Title III or national codes, where foreseen, shall be applied.
- (6) National codes may be used by the countries for data elements, 12 01 000 000 Previous document (sub-element 12 01 005 000 Measurement unit and qualifier), 12 02 000 000 Additional information (sub-element 12 02 008 000 Code), 12 03 000 000 Supporting document (sub-elements 12 03 002 000 Type), 12 04 000 000 Additional reference (sub-element 12 04 002 000 Type), certificates and authorisations.

For Member States of the European Union, they shall notify the Commission of the list of national codes used for these data elements. The Commission shall publish the list of those codes.

- (7) Maximum cardinalities for each transit procedure:

D 1x

MC 1x (per declaration header)

HC 999x (per MC for transit)

HI 9,999x (per HC)

- (8) The following references to code lists defined in international standards or in the Contracting Parties' legal acts are used:

	Short name	Source	Definition
1.	Package Type Code	UN/ECE Recommendation 21	Package Type Code as defined in the latest version of Annex IV to UN/ECE Recommendation 21
2.	Currency Code	ISO 4217	Three-letter alphabetic code defined by International Standard ISO 4217
3.	Country Code	ISO 3166- alpha-2 country code	In the context of transit operations, the ISO 3166- alpha-2 country code shall be used and the code "XI" shall be used for Northern Ireland.
4.	UN/LOCODE	UNECE Recommendation No. 16	UN/LOCODE as defined in UNECE Recommendation No. 16
6.	Code for Types of Means of Transport	UNECE Recommendation No. 28	Code for types of means of transport as defined in UNECE Recommendation No. 28
9.	CUS codes	ECICS (European Customs Inventory of Chemical Substances)	Customs Union and Statistics (CUS) number assigned within the European Customs Inventory of Chemical Substances (ECICS) to mainly chemical substances and preparations.

- (9) The codes as specified in Title III that can be found in the TARIC database shall be defined in common agreement with the Contracting Parties.

CHAPTER II

Table legend

Section 1

Column headings

Columns	Declarations/notifications/proof of the customs status of Union goods	Legal Basis
D.E. No.	Order number allocated to the data element concerned.	
Old Box No.	Box number in ANNEX B6 of Appendix III as laid down by Decision No 1/2008 of the EU-EFTA Joint Committee on common transit of 16 June 2008.	
Data element/ class name	Name of the data element/class concerned.	
Data sub-element/ sub-class name	Name of the data sub-element/sub-class concerned.	
Data sub-element name	Name of the data sub-element concerned	

Columns	Declarations/notifications/proof of the customs status of Union goods	Legal Basis
D1	Transit declaration.	Articles 25 and 26 of Appendix I
D2	Transit declaration with reduced dataset – (Transport by rail, air and sea).	Article 55(1)(i) of Appendix I
D3	Transit – Use of an electronic transport document as customs declaration – (Transport by air).	Article 55(1)(h) of Appendix I
D4	Presentation Notification in relation to the pre-lodged transit declaration.	Article 29a of Appendix I
D	The cardinality indicates how many times the data element may be used at the level of the declaration header within a transit declaration.	
MC	The cardinality indicates how many times the data element may be used at the Master Consignment level.	
HC	The cardinality indicates how many times the data element may be used at the House Consignment level.	
HI	The cardinality indicates how many times the data element may be used at House Consignment Goods Item level.	
Format	Data type and data length.	
Codes in Title III	Indicates if complementary notes on the format and codes are available in Title III.	

Section 2

Column headings

Group	Title of the group
Group 11	Message information (including procedure codes)
Group 12	References of messages, documents, certificates, authorisations
Group 13	Parties
Group 16	Places/Countries/Regions
Group 17	Customs offices
Group 18	Goods identification
Group 19	Transport information (modes, means and equipment)
Group 99	Other data elements (statistical data, guarantees, tariff related data)

Section 3

Symbols in the columns Declaration

Symbol	Symbol description
A	Mandatory: data required by every country without prejudice to introductory note 3.
B	Optional for the countries: data that countries may decide to waive.
C	Optional for economic operators: data which economic operators may decide to supply but which cannot be demanded by the countries. Where an economic operator decides to supply the information, all required sub elements have to be declared. Where “C” is used for a data element/data class all the data sub-elements/data sub-class that belongs to this data element/data class are mandatory where declarant decides to supply the information unless this is specified differently in Title II Chapter I.
D	Data element required at the level of the transit declaration header. The data elements of the declaration level contain information that applies to the entire declaration.
MC	Data element required at the Master Consignment level. The data elements of the Master consignment level contain information that applies to a transport contract issued by a carrier and direct contracting party. This header information is applicable for every Master Consignment Item in case of declarations and notifications referred to in Title II Chapter I.

Symbol	Symbol description
HC	Data element required at the House Consignment level. The data elements of the House consignment level contains information that applies to the lowest transport contract issued by a freight forwarder, non-vessel or aircraft operating common carrier or his agent or a postal operator. This header information is valid for every House Consignment Item in case of declarations and notifications referred to in Title II Chapter I.
HI	Data element required at the House Consignment Goods Item level. The House consignment goods item level is a sub-level to the House consignment level. The data elements of the House consignment item level contain information that originate from different positions in the transport document referred to in the current House consignment. This Item information is applicable in case of declarations and notifications referred to in Title II Chapter I.

Section 4

Symbols in the column Format

The term ‘type/length’ in the explanation of an attribute indicates the requirements for the data type and the data length. The codes for the data types are as follows:

a alphabetic

n numeric

an alphanumeric

The number following the code indicates the admissible data length. The following applies.

The optional two dots before the length indicator mean that the data has no fixed length, but it can have up to a number of digits, as specified by the length indicator. A comma in the data length means that the attribute can hold decimals, the digit before the comma indicates the total length of the attribute, the digit after the comma indicates the maximum number of digits after the decimal point.

Examples of field lengths and formats:

a1 1 alphabetic character, fixed length

n2 2 numeric characters, fixed length

an3 3 alphanumeric characters, fixed length

a..4 up to 4 alphabetic characters

n..5 up to 5 numeric characters

an..6 up to 6 alphanumeric characters

n..7,2 up to 7 numeric characters including maximum 2 decimals, a delimiter being allowed to float.

TITLE II

TABLE OF THE COMMON DATA REQUIREMENTS FOR TRANSIT DECLARATIONS

CHAPTER I

Table

D.E. No.	Old Box No	Data element/class name	Data sub- element/sub- class name	Data sub- element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
Group 11 - Message information (including procedure codes)														
11 01 000 000	1	Declaration type			A	A	A		1x			1x	an..5	Y
					D HI	D HI	D HI							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
11 02 000 000	New	Additional declaration type			A	A	A		1x				a1	Y
					D	D	D							
11 03 000 000	32	Goods item number			A	A						1x	n..5	N
					HI	HI								
11 07 000 000	New	Security			A	A			1x				n1	Y
					D	D								
11 08 000 000	New	Reduced dataset indicator			A	A			1x				n1	Y
					D	D								

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
Group 12 - References of messages, documents, certificates, authorisations														
12 01 000 000	40	Previous document			A	A	A			9,99 9x	99x	99x		N
					MC HC HI	MC HC HI	MC HC HI							
12 01 001 000			Reference number		A	A	A			1x	1x	1x	an..70	Y
					MC HC HI	MC HC HI	MC HC HI							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
12 01 002 000			Type		A	A	A			1x	1x	1x	an4	Y
					MC HC HI	MC HC HI	MC HC HI							
12 01 003 000			Type of packages		A	A	A					1x	an..2	Y
					HI	HI	HI							
12 01 004 000			Number of packages		A	A	A					1x	n..8	N
					HI	HI	HI							
12 01 005 000			Measurement unit and qualifier		A	A	A					1x	an..4	Y
					HI	HI	HI							
12 01 006 000			Quantity		A	A	A					1x	n..16,6	N
					HI	HI	HI							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
12 01 007 000			Goods item identifier		A	A	A					1x	n..5	N
					HI	HI	HI							
12 01 079 000			Complement of information		C	C				1x	1x	1x	an..35	N
					MC HC HI	MC HC HI								
12 02 000 000	44	Additional information			C	C	C			99x		99x		N
					MC HI	MC HI	MC HI							
12 02 008 000			Code		A	A	A			1x		1x	an5	Y
					MC HI	MC HI	MC HI							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
12 02 009 000			Text		A	A	A			1x		1x	an..512	N
					MC HI	MC HI	MC HI							
12 03 000 000	44	Supporting document			A	A	A			99x		99x		N
					MC HI	MC HI	MC HI							
12 03 001 000			Reference number		A	A	A			1x		1x	an..70	N
					MC HI	MC HI	MC HI							
12 03 002 000			Type		A	A	A			1x		1x	an4	Y
					MC HI	MC HI	MC HI							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
12 03 013 000			Document line item number		C	C	C			1x		1x	n..5	N
					MC HI	MC HI	MC HI							
12 03 079 000			Complement of information		C					1x		1x	an..35	N
12 04 000 000	44 New	Additional reference			A	A	A			99x	99x	99x		N
					MC HC HI	MC HC HI	MC HC HI							
12 04 001 000			Reference number		C	C	C			1x	1x	1x	an..70	N
					MC HC HI	MC HC HI	MC HC HI							

D.E. No.	Old Box No	Data element/class name	Data sub- element/sub- class name	Data sub- element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
12 04 002 000			Type		A	A	A			1x	1x	1x	an4	Y
					MC HC HI	MC HC HI	MC HC HI							
12 05 000 000	44 New	Transport document			A [8]	A [8]	A [8]			99x	99x			N
					MC HC	MC HC	MC HC							
12 05 001 000			Reference number		A	A	A			1x	1x		an..70	N
					MC HC	MC HC	MC HC							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
12 05 002 000			Type		A	A	A			1x	1x		an4	Y
					MC HC	MC HC	MC HC							
12 08 000 000		Reference number/UCR			C	C	C			1x	1x	1x	an..35	N
					MC HC HI	MC HC HI	MC HC HI							
12 09 000 000	New	LRN			A	A	A	A	1x				an..22	N
					D	D	D	D						
12 12 000 000	44 New	Authorisation			A [60]	A [60]	A [60]		9x					N
					D	D	D							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
12 12 001 000			Reference number		A [60]	A [60]	A [60]		1x				an..35	N
					D	D	D							
12 12 002 000			Type		A	A	A		1x				an..4	Y
					D	D	D							
Group 13 – Parties														
13 02 000 000	2	Consignor			C					1x	1x			N
					MC HC									
13 02 016 000			Name		A [6] MC HC					1x	1x		an..70	N

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
13 02 017 000	2(no)		Identification number		A					1x	1x		an..17	Y
					MC HC									
13 02 018 000			Address		A [6]					1x	1x			N
					MC HC									
13 02 018 019				Street and number	A					1x	1x		an..70	N
					MC HC									
13 02 018 020				Country	A					1x	1x		a2	Y
					MC HC									

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
13 02 018 021				Postcode	A					1x	1x		an..17	N
					MC HC									
13 02 018 022				City	A					1x	1x		an..35	N
					MC HC									
13 02 074 000			Contact person		C					9x	9x			N
					MC HC									
13 02 074 016				Name	A					1x	1x		an..70	N
					MC HC									

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
13 02 074 075				Phone number	A					1x	1x		an..35	N
					MC HC									
13 02 074 076				E-mail address	A					1x	1x		an..256	N
					MC HC									
13 03 000 000	8	Consignee			A	A	A			1x	1x	1x		N
					MC HC HI	MC HC HI	MC HC HI							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
13 03 016 000			Name		A [6]	A [6]	A [6]			1x	1x	1x	an..70	N
					MC HC HI	MC HC HI	MC HC HI							
13 03 017 000	8 (no)		Identification number		A [8]	A [8]	A [8]			1x	1x	1x	an..17	Y
					MC HC HI	MC HC HI	MC HC HI							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
13 03 018 000			Address		A [6]	A [6]	A [6]			1x	1x	1x		N
					MC HC HI	MC HC HI	MC HC HI							
13 03 018 019				Street and number	A	A	A			1x	1x	1x	an..70	N
					MC HC HI	MC HC HI	MC HC HI							
13 03 018 020				Country	A	A	A			1x	1x	1x	a2	Y
					MC HC HI	MC HC HI	MC HC HI							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
13 03 018 021				Postcode	A	A	A			1x	1x	1x	an..17	N
					MC HC HI	MC HC HI	MC HC HI							
13 03 018 022				City	A	A	A			1x	1x	1x	an..35	N
					MC HC HI	MC HC HI	MC HC HI							
13 06 000 000	14	Representative			A	A	A	A	1x					N
					D	D	D	D						
13 06 017 000	4 (no)		Identification number		A	A	A	A	1x				an..17	Y
					D	D	D	D						

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
13 06 030 000	14		Status		A	A	A	A	1x				n1	Y
					D	D	D	D						
13 06 074 000			Contact person		C	C	C	C	9x					N
					D	D	D	D						
13 06 074 016				Name	A	A	A	A	1x				an..70	N
					D	D	D	D						
13 06 074 075				Phone number	A	A	A	A	1x				an..35	N
					D	D	D	D						
13 06 074 076				E-mail address	A	A	A	A	1x				an..256	N
					D	D	D	D						

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
13 07 000 000	50	Holder of the transit procedure			A	A	A	A	1x					N
					D	D	D	D						
13 07 016 000			Name		A [6]	A [6]	A [6]		1x				an..70	N
					D	D	D							
13 07 017 000	50 (no)		Identification number		A	A	A	A	1x				an..17	Y
					D	D	D	D						
13 07 018 000			Address		A [6]	A [6]	A [6]		1x					N
					D	D	D							
13 07 018 019				Street and number	A	A	A		1x				an..70	N
					D	D	D							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
13 07 018 020				Country	A	A	A		1x				a2	Y
					D	D	D							
13 07 018 021				Postcode	A	A	A		1x				an..17	N
					D	D	D							
13 07 018 022				City	A	A	A		1x				an..35	N
					D	D	D							
13 07 074 000			Contact person		C	C	C		1x					N
					D	D	D							
13 07 074 016				Name	A	A	A		1x				an..70	N
					D	D	D							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
13 07 074 075				Phone number	A	A	A		1x				an..35	N
					D	D	D							
13 07 074 076				E-mail address	A	A	A		1x				an..256	N
					D	D	D							
13 14 000 000	44	Additional supply chain actor			C	C	C			99x	99x	99x		N
					MC HC HI	MC HC HI	MC HC HI							
13 14 017 000			Identification number		A	A	A			1x	1x	1x	an..17	Y
					MC HC HI	MC HC HI	MC HC HI							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
13 14 031 000			Role		A	A	A			1x	1x	1x	a..3	Y
					MC HC HI	MC HC HI	MC HC HI							
Group 16 – Places/Countries/Regions														
16 03 000 000	17a	Country of destination			A	A	A			1x	1x	1x	a2	Y
					MC HC HI	MC HC HI	MC HC HI							
16 06 000 000	15	Country of dispatch			A	C				1x	1x	1x	a2	Y
					MC HC HI	MC HC HI								

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
16 12 000 000	New	Country of routing of consignment			A	A				99x				N
					MC	MC								
16 12 020 000			Country		A	A				1x			a2	Y
					MC	MC								
16 13 000 000	27	Place of loading			B [61]	B	B	B		1x				N
					MC	MC	MC	MC						
16 13 020 000			Country		A	A	A	A		1x			a2	Y
					MC	MC	MC	MC						
16 13 036 000			UN/LOCODE		A	A	A	A		1x			an..17	Y
					MC	MC	MC	MC						

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
16 13 037 000			Location		A	A	A	A		1x			an..35	N
					MC	MC	MC	MC						
16 15 000 000	30	Location of goods			A [75]	A [75]	A [75]	A [75]		1x				N
					MC	MC	MC	MC						
16 15 036 000			UN/LOCODE		A	A	A	A		1x			an..17	Y
					MC	MC	MC	MC						
16 15 045 000			Type of location		A	A	A	A		1x			a1	Y
					MC	MC	MC	MC						
16 15 046 000			Qualifier of identification		A	A	A	A		1x			a1	Y
					MC	MC	MC	MC						

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
16 15 047 000			Customs office		A	A	A	A		1x				N
					MC	MC	MC	MC						
16 15 047 001				Reference number	A	A	A	A		1x			an8	Y
					MC	MC	MC	MC						
16 15 048 000			GNSS		A	A	A	A		1x				N
					MC	MC	MC	MC						
16 15 048 049				Latitude	A	A	A	A		1x			an..17	N
					MC	MC	MC	MC						
16 15 048 050				Longitude	A	A	A	A		1x			an..17	N
					MC	MC	MC	MC						
16 15 051 000			Economic operator		A	A	A	A		1x				N
					MC	MC	MC	MC						

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
16 15 051 017				Identification number	A	A	A	A		1x			an..17	Y
					MC	MC	MC	MC						
16 15 052 000			Authorisation number		A	A	A	A		1x			an..35	N
					MC	MC	MC	MC						
16 15 053 000			Additional identifier		A	A	A	A		1x			an..4	N
					MC	MC	MC	MC						
16 15 018 000			Address		A	A	A	A		1x				N
					MC	MC	MC	MC						
16 15 018 019				Street and number	A	A	A	A		1x			an..70	N
					MC	MC	MC	MC						

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
16 15 018 020				Country	A	A	A	A		1x			a2	Y
					MC	MC	MC	MC						
16 15 018 021				Postcode	A	A	A	A		1x			an..17	N
					MC	MC	MC	MC						
16 15 018 022				City	A	A	A	A		1x			an..35	N
					MC	MC	MC	MC						
16 15 081 000			Postcode address		A	A	A	A		1x				N
					MC	MC	MC	MC						
16 15 081 020				Country	A	A	A	A		1x			a2	Y
					MC	MC	MC	MC						

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
16 15 081 021				Postcode	A	A	A	A		1x			an..17	N
					MC	MC	MC	MC						
16 15 081 025				House Number	A	A	A	A		1x			an..35	N
					MC	MC	MC	MC						
16 15 074 000			Contact person		C	C	C	C		9x				N
					MC	MC	MC	MC						
16 15 074 016				Name	A	A	A	A		1x			an..70	N
					MC	MC	MC	MC						
16 15 074 075				Phone number	A	A	A	A		1x			an..35	N
					MC	MC	MC	MC						

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
16 15 074 076				E-mail address	A	A	A	A		1x			an..256	N
					MC	MC	MC	MC						
16 17 000 000	New	Prescribed itinerary			A	A			1x				n1	Y
					D	D								
Group 17 – Customs offices														
17 03 000 000	NEW	Customs office of departure			A	A	A	A	1x					N
					D	D	D	D						
17 03 001 000			Reference number		A	A	A	A	1x				an8	Y
					D	D	D	D						
17 04 000 000	51	Customs office of transit			A	A			9x					N
					D	D								

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
17 04 001 000			Reference number		A	A			1x				an8	Y
					D	D								
17 05 000 000	53	Customs office of destination			A	A	A		1x					N
					D	D	D							
17 05 001 000			Reference number		A	A	A		1x				an8	Y
					D	D	D							
17 06 000 000	New	Customs office of exit for transit			A	A			9x					N
					D	D								
17 06 001 000			Reference number		A	A			1x				an8	Y
					D	D								

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
Group 18 – Goods identification														
18 01 000 000	38	Net mass			A							1x	n..16,6	N
					HI									
18 04 000 000	35	Gross mass			A	A	A				1x	1x	n..16,6	N
					HC HI	HC HI	HC HI							
18 05 000 000	31	Description of goods			A	A	A					1x	an..512	N
					HI	HI	HI							
18 06 000 000	New	Packaging			A	A	A					99x		N
					HI	HI	HI							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
18 06 003 000	31		Type of packages		A	A	A					1x	an2	Y
					HI	HI	HI							
18 06 004 000	31		Number of packages		A	A	A					1x	n..8	N
					HI	HI	HI							
18 06 054 000	31		Shipping marks		A [8]	A [8]	A [8]					1x	an..512	N
					HI	HI	HI							
18 08 000 000	31	CUS code			C	C	C					1x	an9	Y
					HI	HI	HI							
18 09 000 000		Commodity code			A	A	C					1x		N
					HI	HI	HI							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
18 09 056 000	New		Harmonized System sub-heading code		A	A	C					1x	an6	Y
					HI	HI	HI							
18 09 057 000	33		Combined nomenclature code		B	B	C					1x	an2	Y
					HI	HI	HI							
Group 19 – Transport information (modes, means and equipment)														
19 01 000 000	19	Container indicator			A	A	A	A		1x			n1	Y
					[61]									
					MC	MC	MC							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
19 03 000 000	25	Mode of transport at the border			A [30] [61]	A [30]		A		1x			n1	Y
					MC	MC								
19 04 000 000	26	Inland mode of transport			B					1x			n1	Y
					MC									
19 05 000 000	18(1)	Departure transport means			A [34] [35] [36]	A [34] [35] [36]	A [34] [35] [36]			999x	999x			N
					MC HC	MC HC	MC HC							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
19 05 017 000			Identification number		A	A	A			1x	1x		an..35	N
					MC HC	MC HC	MC HC							
19 05 061 000			Type of identification		A	A	A			1x	1x		n2	Y
					MC HC	MC HC	MC HC							
19 05 062 000	18(2)		Nationality		A	A	A			1x	1x		a2	Y
					MC HC	MC HC	MC HC							
19 07 000 000	New	Transport equipment			A	A	A			9,99 9x				N
					MC	MC	MC							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
19 07 044 000			Goods reference		A	A	A			9,99 9x			n..5	N
					MC	MC	MC							
19 07 063 000	31		Container identification number		A	A	A			1x			an..17	N
					MC	MC	MC							
19 08 000 000	New	Active border transport means			A [34] [35] [36] [61] [70] [71]	A [34] [35] [36] [61] [70] [71]		A [34] [35] [36] [70] [71]		9x				N
					MC	MC		MC						

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
19 08 000 047			Customs office at border reference number		A	A		A		1x			an8	Y
					MC	MC		MC						
19 08 017 000	21(1)		Identification number		A	A		A		1x			an..35	N
					MC	MC		MC						
19 08 061 000			Type of identification		A	A		A		1x			n2	Y
					MC	MC		MC						
19 08 062 000	21(2)		Nationality		A	A		A		1x			a2	Y
					MC	MC		MC						

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
19 02 000 000			Conveyance reference number		B	B		B		1x			an..17	N
					MC	MC		MC						
19 10 000 000	D	Seal			A	A	A [65]			99x				N
					MC	MC	MC							
19 10 068 000			Number of seals		A	A	A			1x *)			n..4	N
					MC	MC	MC							
19 10 015 000			Identifier		A	A	A			1x			an..20	N
					MC	MC	MC							

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
Group 99 – Other data elements (statistical data, guarantees, tariff related data)														
99 02 000 000	52	Guarantee type			A	A			9x				an1	Y
					D	D								
99 03 000 000	52	Guarantee reference			A	A			99x					N
					D	D								
99 03 069 000			GRN		A	A			1x				an..24	N
					D	D								
99 03 070 000			Access code		A	A			1x				an..4	N
					D	D								

D.E. No.	Old Box No	Data element/class name	Data sub-element/sub-class name	Data sub-element name	Declaration				Cardinality				Format	Codes in Title III
					D1	D2	D3	D4	D	MC	HC	HI		
99 03 012 000			Currency		A	A			1x				a3	Y
					D	D								
99 03 071 000			Amount to be covered		A	A			1x				n..16,2	N
					D	D								
99 03 073 000		Other guarantee reference			A	A			9x				an..35	N
					D	D								

*) The cardinality for the Number of seals has to be understood in relation to the transport equipment, i.e. 1x per container.

CHAPTER II

Notes

Note number	Note description
[6]	Where the EORI number or a common transit country or third country unique identification number recognised by the customs office of departure is provided, the name and address shall not be provided.
[8]	This information shall only be provided where available
[30]	Countries may waive this requirement for modes of transport other than rail in case the transit movement does not cross the external border of the Contracting Parties.
[34]	Not for use in the case of carriage by fixed transport installations.
[35]	Where goods are carried in multimodal transport units, such as containers, swap bodies and semi-trailers, the customs authorities may authorise the holder of the transit procedure not to provide this information where the logistical pattern at the point of departure may prevent the identity and nationality of the means of transport from being provided at the time the goods are released for transit, providing multimodal transport units bear unique numbers and such numbers are indicated in D.E. 19 07 063 000 Container identification number.

[36]	In the following cases, countries shall waive the obligation to enter this information on a transit declaration lodged at the customs office of departure in relation with the means of transport on which the goods are directly loaded: - where the logistical pattern does not allow this data element to be provided and the holder of the transit procedure has the AEOC status in the Union or a similar status in a common transit country, and - where the relevant information may be traced where needed by the customs authorities via the records of the holder of the transit procedure.
[60]	This data element is to be provided when an authorisation exists according to Article 55 of Appendix I.
[61]	This data element is optional when the declaration is submitted prior to presentation of goods.
[65]	This information shall only be provided when customs authority decided to seal the goods.
[70]	Not for use in the case there is no customs office of transit (D.E. 17 04 000 000) declared.
[71]	This information shall not be provided if it is the same as the Departure transport means (D.E. 19 05 000 000).
[75]	For completion only where Contracting Parties' legislation so provides.

TITLE III

NOTES AND CODES IN RELATION WITH THE COMMON DATA REQUIREMENTS FOR A TRANSIT DECLARATION

The term ‘type/length’ in the explanation of an attribute indicates the requirements for the data type and the data length. The codes for the data types are as follows.

Group 11 –Message information (including procedure codes)

11 01 000 000 Declaration type

Enter the relevant code.

The codes to be used are:

Code	Description	Dataset in the data requirements table in Title II of this Annex
C	Union goods not placed under a transit procedure in the context of the application of Article 55(1)(h) of Appendix I.	D3
T	Mixed consignments comprising both goods which are to be placed under the T1 procedure and goods which are to be placed under the T2 procedure, covered by Article 28 of Appendix I.	D1, D2

Code	Description	Dataset in the data requirements table in Title II of this Annex
T1	Goods not having the customs status of Union goods, which are placed under the transit procedure.	D1, D2, D3
T2	Goods having the customs status of Union goods, which are placed under the transit procedure.	D1, D2, D3
T2F	Goods having the customs status of Union goods, which are moved between a part of the customs territory of the Union where the provisions of Directive 2006/112/EC or Directive 2008/118/EC do not apply and a common transit country.	D1, D2, D3
TD	Goods already placed under a transit procedure in the context of the application of Article 55(1)(h) of Appendix I.	D3
X	Union goods for which the export was ended and exit confirmed and which are not placed under a transit procedure in the context of the application of Article 55(1)(h) of Appendix I.	D3

11 02 000 000 Additional declaration type

Enter the relevant code.

The codes to be used are:

A	for a standard customs declaration (under Articles 25 and 26 of Appendix I)
D	for lodging a standard customs declaration (such as referred to under code A) in accordance with Article 29a of Appendix I

11 03 000 000 Goods item number

Number of the item contained in the declaration where there is more than one item of goods.

11 07 000 000 Security

Using the relevant codes, indicate if the declaration is combined with Exit summary declaration (EXS) or Entry summary declaration (ENS) in accordance with the legislation on the safety and security measures of the respective Contracting Parties.

The codes to be used are:

Code	Description	Explanation
0	No	Declaration is not combined with Exit summary declaration or Entry summary declaration.
1	ENS	Declaration is combined with Entry summary declaration.
2	EXS	Declaration is combined with Exit summary declaration.
3	ENS and EXS	Declaration is combined with Exit summary declaration and Entry summary declaration.

11 08 000 000 Reduced dataset indicator

Using the relevant codes, indicate if the declaration contains the reduced dataset.

The codes to be used are:

0	No (Goods are not declared using a reduced data set)
1	Yes (Goods are declared using a reduced data set)

Group 12 – References of messages, documents, certificates, authorisations

12 01 000 000 Previous document

Indicate details relating to the previous document.

For the Member States of the European Union – Enter the details related to the writing-off of the goods declared in the declaration concerned, in relation with the ending of the temporary storage. Such details shall include the writing-off quantity and the respective measurement unit.

12 01 001 000 Reference number

Give the reference for the temporary storage or the previous customs procedure or corresponding customs documents.

For the Member States of the European Union – if the export is followed by transit, enter the MRN of the export declaration.

The codes to be used are:

The identification number or another recognisable reference of the document is inserted here.

In case the MRN is referred to as previous document, the reference number shall have the following structure:

Field	Content	Format	Examples
1	Last two digits of year of formal acceptance of the declaration (YY)	n2	21
2	Identifier of the country where the declaration / notification is lodged (Country Code as referred to in introductory note 8 number 3)	a2	RO
3	Unique identifier for message per year and country	an 12	9876AB889012
4	Procedure identifier	a1	B
5	Check digit	an1	1

Fields 1 and 2 as explained above.

Field 3 shall be filled in with an identifier for the message concerned. The way that field is used is under the responsibility of national administrations but each message handled during one year within the given country must have a unique number in relation to the procedure concerned.

National administrations that want to have the reference number of the competent customs office included in the MRN, may use up to the first 6 characters to represent it.

Field 4 shall be filled in with an identifier of the procedure as defined in the table below.

Field 5 shall be filled with a value that is a check digit for the whole MRN. This field allows for detection of an error when capturing the whole MRN.

Codes to be used in field 4 Procedure identifier:

Code	Procedure
A	Export only
B	Export and exit summary declaration
C	Exit summary declaration only
D	Re-export notification
E	Dispatch of goods in relation with special fiscal territories
J	Transit declaration only
K	Transit declaration and exit summary declaration
L	Transit declaration and entry summary declaration
M	Transit declaration and exit summary declaration and entry summary declaration

Code	Procedure
P	Proof of the customs status of Union goods/Customs goods manifest
R	Import declaration only
S	Import declaration and entry summary declaration
T	Entry summary declaration only
U	Temporary storage declaration
V	Introduction of goods in relation with special fiscal territories
W	Temporary storage declaration and entry summary declaration
Z	Arrival notification

12 01 002 000 Type

Using the relevant code, indicate the type of the document.

The codes to be used are:

The codes can be found in the TARIC database.

12 01 003 000 Type of package

Enter the code specifying the type of package relevant for writing-off the number of packages.

The codes to be used are:

Package type code as referred to in introductory note 8 number 1.

12 01 004 000 Number of packages

Enter the relevant writing-off number of packages.

12 01 005 000 Measurement unit and qualifier

Enter the relevant writing-off measurement unit and qualifier.

The codes and their formats to be used are:

The measurement units and qualifiers defined in TARIC shall be used. In such case, the format of the measurement units and qualifiers shall be an..4, but shall never be n..4 formats, reserved for national measurement units and qualifiers.

If no such measurement units and qualifiers are available in TARIC, national measurement units and qualifiers may be used. Their format shall be n..4.

12 01 006 000 Quantity

Enter the relevant writing-off quantity.

12 01 007 000 Goods item identifier

Enter the goods item number as declared in the Previous document.

12 01 079 000 Complement of information

Enter complementary information concerning the Previous document.

This data element allows the economic operator to provide any complementary information related to the Previous document.

12 02 000 000 Additional information:

Use this data element in relation to information for which Contracting Parties' legislation does not specify the field in which it is to be entered.

12 02 008 000 Code

Enter the relevant code, and, if applicable, the code provided for by the country concerned.

The codes and their formats to be used are:

A five-digit code is used to encode additional information of a customs nature:

Code 0xxxx - General category

Code 2xxxx - On transit

The codes ‘00200’, ‘20100’, ‘20200’ and ‘20300’ are used in case of paper-based and electronic transit declarations, if applicable.

Code	Legal basis	Subject	Additional information
00200	Annex A1a, Title III	Several occurrences of documents and parties	‘Various’
20100	Article 18 of the Convention	Export from one Contracting Party or from the Union subject to restriction	
20200	Article 18 of the Convention	Export from one Contracting Party or from the Union subject to duties	
20300	Article 18 of the Convention	Export	‘Export’

Countries may define national codes.

National codes must have the format a1an4.

12 02 009 000 Text

Any explanatory text for the declared code may be provided if necessary.

12 03 000 000 Supporting document

12 03 001 000 Reference number

Identification or reference number of Contracting Parties' or international documents or certificates produced in support of the declaration.

Using the relevant codes, enter the details required by any specific rules applicable together with reference data of the documents produced in support of the declaration.

Identification or reference number of national documents or certificates produced in support of the declaration.

12 03 002 000 Type

Using the relevant codes, indicate the type of the document.

Enter the details related to the writing-off of the goods declared in the declaration concerned, in relation with the export and import licences and certificates.

The codes and their formats to be used are:

Contracting Parties' or international documents, certificates and authorisations produced in support of the transit declaration, must be entered in the format a1an3. The list of documents, certificates and authorisations, and their respective codes can be found in the TARIC database.

National documents, certificates and authorisations produced in support of the transit declaration, must be entered in the format n1an3 (Ex: 2123, 34d5). The four characters represent codes based on that country's own nomenclature.

12 03 013 000 Document line item number:

Enter the sequential number of the item in the supporting document (e.g. certificate, licence, permit, entry document etc.), corresponding to the item in question.

12 03 079 000 Complement of information

Enter complementary information concerning the Supporting document.

This data element allows the economic operator to provide any complementary information related to the Supporting document.

12 04 000 000 Additional reference

12 04 001 000 Reference number

Reference number for any additional declarations made which is not covered by Supporting document, Transport document or Additional information.

12 04 002 000 Type

Using the relevant codes, enter the details required by any specific rules applicable.

The codes and their formats to be used are:

Contracting Parties' codes for Additional references must be entered in the format a1an3. The list of additional references and their respective codes can be found in the TARIC database.

Countries may define national codes. National Additional reference codes must be entered in the format n1an3, possibly followed either by an identification number or another recognisable reference. The four characters represent codes based on that country's own nomenclature.

12 05 000 000 Transport document

This data element includes the type and reference of the transport document.

12 05 001 000 Reference number

For column D3:

This data element includes the reference of the transport document that is used as transit declaration.

12 05 002 000 Type

Using the relevant codes, indicate the type of the document.

The codes to be used are:

The codes can be found in the TARIC database.

12 08 000 000 Reference number/UCR

This entry concerns the unique consignment reference number assigned by the person concerned to the consignment in question.

It may take the form of WCO (ISO 15459) codes or equivalent. It provides access to underlying commercial data of interest to customs.

12 09 000 000 LRN

The local reference number (LRN) shall be used. It is nationally defined and allocated by the declarant in agreement with the competent authorities to identify each single declaration.

12 12 000 000 Authorisation

12 12 001 000 Reference number

Enter the reference number of all authorisations necessary for the declaration and notification.

12 12 002 000 Type

Using the relevant codes, indicate the type of the document.

The codes to be used are:

The codes can be found in the TARIC database.

Group 13 – Parties

13 02 000 000 Consignor

Party consigning goods as stipulated in the transport contract by the party ordering the transport.

This element must be provided when different from the declarant.

13 02 016 000 Name

Enter the full name and where applicable the legal form of the party.

13 02 017 000 Identification number:

Enter the EORI number of the consignor or the trader identification number in a common transit country.

Where facilitations are granted in the framework of a third country traders' partnership programme which is recognised by the Contracting Party concerned, this information may take the form of a third country unique identification number which has been made available to the Contracting Party concerned by the third country concerned. That number may be used whenever available to the declarant.

The codes to be used are:

The structure of a third country unique identification number which has been made available to the Contracting Party concerned is as follows:

Field	Content	Format
1	Country code	a2
2	Unique identification number in a third country	an..15

Country code: Country Code as referred to in introductory note 8 number 3.

13 02 018 000 Address:

13 02 018 019 Street and number

Enter the name of the street of the party's address and the number of the building or facility.

13 02 018 020 Country

Enter the code of the country.

The codes to be used are:

Country Code as referred to in introductory note 8 number 3.

13 02 018 021 Postcode:

Enter the relevant postcode for the related address particulars.

13 02 018 022 City

Enter the city name of the party's address.

13 02 074 000 Contact person

13 02 074 016 Name

Enter the name of the contact person.

13 02 074 075 Phone number

Enter the phone number of the contact person.

13 02 074 076 E-mail address

Enter the e-mail address of the contact person.

13 03 000 000 Consignee

Party to whom goods are actually consigned.

This data element and its sub-elements may be declared at HI level until the upgrading of the NCTS referred to in the Annex to Implementing Decision (EU) 2016/578 by all the Contracting Parties.

13 03 016 000 Name

Enter the full name and where applicable the legal form of the party.

13 03 017 000 Identification number

Enter the EORI number or the trader identification number in a common transit country.

Where facilitations are granted in the framework of a third country traders' partnership programme which is recognised by the Contracting Party concerned, this information may take the form of a third country unique identification number which has been made available to the Contracting Party concerned by the third country concerned. That number may be used whenever available to the declarant.

The codes to be used are:

The identification number as defined for D.E. 13 02 017 000
Consignor/Identification number shall be used.

13 03 018 000 Address:

13 03 018 019 Street and number

Enter the name of the street of the party's address and the number of the building or facility.

13 03 018 020 Country

Enter the code of the country.

The codes to be used are:

Country Code as referred to in introductory note 8 number 3.

For common transit countries - the code XI is optional.

13 03 018 021 Postcode

Enter the relevant postcode for the related address particulars.

13 03 018 022 City:

Enter the city name of the party's address.

13 06 000 000 Representative

This information shall be required, if different from D.E. 13 05 000 000 Declarant or where appropriate D.E. 13 07 000 000 Holder of the transit procedure.

13 06 017 000 Identification number

Enter the EORI number of the person concerned or the trader identification number in a common transit country.

The codes to be used are:

The identification number as defined for D.E. 13 02 017 000

Consignor/Identification number shall be used.

13 06 030 000 Status

Enter the relevant code representing the status of the representative.

The codes to be used are:

Insert one of the following codes before the full name to designate the status of the representative:

2	Direct representation (the customs representative acts in the name of and on behalf of another person)
3	Indirect representation (the customs representative acts in his or her own name, but on behalf of another person)

The code 3 is irrelevant for customs transit procedures.

13 06 074 000 Contact person:

13 06 074 016 Name

Enter the name of the contact person.

13 06 074 075 Phone number

Enter the phone number of the contact person.

13 06 074 076 E-mail address

Enter the e-mail address of the contact person.

13 07 000 000 Holder of the transit procedure:

13 07 016 000 Name:

Enter the full name (person or company) and address of the holder of the transit procedure. Where appropriate, enter the full name (person or company) of the authorised representative lodging the transit declaration on behalf of the holder of the procedure.

13 07 017 000 Identification number

Enter the EORI number of the holder of the transit procedure or the trader identification number in a common transit country.

The codes to be used are:

The identification number as defined for D.E. 13 02 017 000

Consignor/Identification number shall be used.

13 07 018 000 Address:

13 07 018 019 Street and number

Enter the name of the street of the party's address and the number of the building or facility.

13 07 018 020 Country

Enter the code of the country.

The codes to be used are:

Country Code as referred to in introductory note 8 number 3.

13 07 018 021 Postcode

Enter the relevant postcode for the related address particulars.

13 07 018 022 City

Enter the city name of the party's address.

13 07 074 000 Contact person:

13 07 074 016 Name

Enter the name of the contact person.

13 07 074 075 Phone number

Enter the phone number of the contact person.

13 07 074 076 E-mail address

Enter the e-mail address of the contact person.

13 14 000 000 Additional supply chain actor

Additional supply chain actors can be indicated here in order to demonstrate that the entire supply chain was covered by the economic operators holders of the AEO status.

If this data class is used Role and Identification number shall be provided, else this data element is optional.

13 14 017 000 Identification number

The EORI number or third country unique identification number shall be declared when such number was assigned to the party.

The codes to be used are:

The identification number as defined for D.E. 13 02 017 000

Consignor/Identification number shall be used.

Enter the relevant role code specifying the role of the additional supply chain actors.

The codes to be used are:

The following parties can be declared:

Role Code	Party	Description
CS	Consolidator	Freight forwarder combining individual smaller consignments into a single larger consignment (in a consolidation process) that is sent to a counterpart who mirrors the consolidator's activity by dividing the consolidated consignment into its original components
FW	Freight Forwarder	Party undertaking forwarding of goods
MF	Manufacturer	Party which manufactures goods
WH	Warehouse Keeper	Party taking responsibility for goods entered into a warehouse

Group 16 – Places/Countries/Regions

16 03 000 000 Country of destination

Using the relevant code, enter the last country of destination of the goods.

The country of last known destination is defined as the last country to which it is known at the time of release into the customs procedure that the goods are to be delivered.

The codes to be used are:

Country Code as referred to in introductory note 8 number 3.

For common transit countries - the code XI is optional.

16 06 000 000 Country of dispatch

Using the relevant code, enter the country from which the goods are dispatched/exported.

The codes to be used are:

Country Code as referred to in introductory note 8 number 3.

16 12 000 000 Country of routing of the consignment

This data element is required when a prescribed itinerary is defined by the customs office of departure (see 16 17 000 000 Prescribed itinerary).

Identification in a chronological order of the countries through which the goods are routed between the country of departure and destination. This comprises also the countries of departure and of destination of the goods.

16 12 020 000 Country

Enter the relevant country code(s) in correct sequence of the routing of the consignment.

The codes to be used are:

Country Code as referred to in introductory note 8 number 3.

16 13 000 000 Place of loading

Identification of the seaport, airport, freight terminal, rail station or other place at which the goods are loaded onto the means of transport being used for their carriage, including the country where it is located. Where available, coded information shall be provided for the identification of the location.

In case there is no UN/LOCODE available for the location concerned, the country code shall be followed by the name of the place, with the maximum level of precision available.

16 13 020 000 Country

Where the UN/LOCODE is not available, enter the country code for the place at which the goods are loaded onto the means of transport being used to cross the frontier of the Contracting Party.

The codes to be used are:

Where the place of loading is not coded according to the UN/LOCODE, the country where the place of loading is located is identified by the Country Code as referred to in introductory note 8 number 3.

16 13 036 000 UN/LOCODE

Enter the UN/LOCODE for the place at which the goods are loaded onto the means of transport being used for their carriage to cross the frontier of the Contracting Party.

The codes to be used are:

UN/LOCODE as referred to in introductory note 8 number 4.

16 13 037 000 Location

Where the UN/LOCODE is not available, enter the name of the place at which the goods are loaded onto the means of transport being used for their carriage to cross the frontier of the Contracting Party.

16 15 000 000 Location of goods

Using the relevant codes, enter the location where the goods may be examined. This location shall be precise enough to allow customs to carry out the physical control of the goods.

Only one Type of location is to be used at the same time.

16 15 036 000 UN/LOCODE

Use the codes defined in the UN/LOCODE Code List by Country.

The codes to be used are:

UN/LOCODE as referred to in introductory note 8 number 4.

16 15 045 000 Type of location

Enter the relevant code specified for type of location.

The codes to be used are:

For the type of location, use the codes specified below:

A	Designated location
B	Authorised place
C	Approved place
D	Other

16 15 046 000 Qualifier of identification

Enter the relevant code for the identification of the location. Based on the used qualifier only the relevant identifier shall be provided.

The codes to be used are:

For the identification of the location, use one of the identifiers below:

Qualifier	Identifier	Description
T	Postcode address	Use the postal code with or without house number for the location concerned.
U	UN/LOCODE	UN/LOCODE as referred to in introductory note 8 number 4.
V	Customs office identifier	Use the codes specified under D.E. 17 05 001 000 Customs office of destination/Reference number.
W	GNSS coordinates	Decimal degrees with negative numbers for South and West. Examples: 44.424896°/8.774792° or 50.838068°/ 4.381508°
X	EORI number	The identification number as defined for D.E. 13 02 017 000 Consignor/Identification number shall be used. In case the economic operator has more than one premises, the number shall be completed by an identifier unique for the location concerned.

Qualifier	Identifier	Description
Y	Authorisation number	Enter the authorisation number of the location concerned, i.e. authorisation for the status of authorised consignor. In case the authorisation concerns more than one premises, the authorisation number shall be completed by an identifier unique for the location concerned.
Z	Address	Enter the address of the location concerned.

In case code “X” (EORI number) or “Y” (authorisation number) is used for the identification of the location, and there are several locations associated with the EORI number or the authorisation number concerned, an additional identifier can be used to enable the unambiguous identification of the location.

16 15 047 000 Customs office

Enter the relevant customs office code where goods are available for further customs control.

16 15 047 001 Reference number

Using the relevant code, enter the reference number of the customs office where the goods are available for further customs control.

The codes to be used are:

The identifier of the customs office shall follow the structure defined for D.E. 17 05 001 000 Customs office of destination/Reference number.

16 15 048 000 GNSS

Enter relevant coordinates from Global Navigation Satellite Systems (GNSS) where goods are available.

16 15 048 049 Latitude

Enter the latitude of the location where the goods are available.

16 15 048 050 Longitude

Enter the longitude of the location where the goods are available.

16 15 051 000 Economic operator

Use the identification number of the economic operator in whose premises the goods can be controlled.

16 15 051 017 Identification number

Enter the EORI number or the trader identification number in a common transit country of the holder of the authorisation.

The codes to be used are:

The identification number as defined for D.E. 13 02 017 000
Consignor/Identification number shall be used.

16 15 052 000 Authorisation number

Enter the authorization number of the location concerned.

16 15 053 000 Additional identifier

In case of several premises, in order the location to be specified more precisely related to an EORI, a trader identification in a common transit country or an authorisation, enter the relevant code where available.

16 15 018 000 Address:

16 15 018 019 Street and number

Enter the relevant street and number.

16 15 018 020 Country

Enter the code of the country.

The codes to be used are:

Country Code as referred to in introductory note 8 number 3.

16 15 018 021 Postcode

Enter the relevant postcode for the related address particulars.

16 15 018 022 City

Enter the city name of the party's address.

16 15 081 000 Postcode address

This sub class may be used where it is possible to determine the location of the goods with the postcode complemented by the house number if necessary.

16 15 081 020 Country

Enter the code of the country.

The codes to be used are:

Country Code as referred to in introductory note 8 number 3.

16 15 081 021 Postcode

Enter the relevant postcode for the related location of goods.

16 15 081 025 House number

Enter the house number for the related location of goods.

16 15 074 000 Contact person

16 15 074 016 Name

Enter the name of the contact person.

16 15 074 075 Phone number

Enter the phone number of the contact person.

16 15 074 076 E-mail address

Enter the e-mail address of the contact person.

16 17 000 000 Prescribed itinerary

Using the relevant codes, indicate if the Prescribed itinerary is applied.

Prescribed itinerary defines the route along which the goods shall be moved from the customs office of departure to the customs office of destination along an economically justified itinerary.

The codes to be used are:

The relevant codes are given below:

0	Goods do not have to be moved from the customs office of departure to the customs office of destination along a prescribed itinerary
1	Goods shall be moved from the customs office of departure to the customs office of destination along a prescribed itinerary

Group 17 – Customs offices

17 03 000 000 Customs office of departure

17 03 001 000 Reference number

Using the relevant code, enter the reference number of the office where the transit operation shall start.

The codes to be used are:

The identifier of the customs office shall follow the structure defined for D.E. 17 05 001 000 Customs office of destination/Reference number.

17 04 000 000 Customs office of transit

17 04 001 000 Reference number

Enter the code for the intended customs office competent for the point of entry into the territory of a Contracting Party when the goods move under the transit procedure, or the customs office competent for the point of exit from the territory of a Contracting Party when the goods are leaving that territory in the course of a transit operation via a frontier between that Contracting Party and a third country.

Using the relevant code, enter the reference number of the custom office concerned.

The codes to be used are:

The identifier of the customs office shall follow the structure defined for
D.E. 17 05 001 000 Customs office of destination / Reference number.

17 05 000 000 Customs office of destination

17 05 001 000 Reference number

Using the relevant code, enter the reference number of the office where the transit operation shall end.

The codes and their formats to be used are:

Use (an8) codes structured as follows:

- the first two characters (a2) serve to identify the country by means of the Country Code as referred to in introductory note 8 number 3,
- the next six characters (an6) stand for the office concerned in that country. It is suggested that the following structure be adopted:

The first three characters (an3) would be taken up by the UN/LOCODE location name and the last three by a national alphanumeric subdivision (an3). If this subdivision is not used, the characters '000' should be inserted.

Example: BEBRU000: BE = ISO 3166 for Belgium, BRU = UN/LOCODE location name for the city of Brussels, 000 for the unused subdivision.

17 06 000 000 Customs office of exit for transit

17 06 001 000 Reference number

Using the relevant code, enter the reference number of the office concerned.

This data element is required when the transit declaration is combined with exit summary declaration. Enter the code for the intended customs office where the transit movement leaves the safety and security area.

For Member States of the European Union – this data element is not required when the transit movement follows the export procedure.

The codes to be used are:

The identifier of the customs office shall follow the structure defined for D.E. 17 05 001 000 Customs office of destination/Reference number.

Group 18 – Goods identification

18 01 000 000 Net mass

Enter the net mass, expressed in kilograms, of the goods concerned by the relevant declaration goods item. The net mass is the mass of the goods without any packaging.

Where a net mass greater than 1 kg includes a fraction of a unit (kg), it may be rounded off in the following manner:

from 0.001 to 0.499: rounding down to the nearest kg;

from 0.5 to 0.999: rounding up to the nearest kg.

A net mass of less than 1 kg should be entered as “0.” followed by a number of decimals up to 6, discarding all “0” at the end of the quantity (e.g. 0.123 for a package of 123 grams, 0.00304 for a package of 3 grams and 40 milligrams or 0.000654 for a package of 654 milligrams).

18 04 000 000 Gross mass

The gross mass is the weight of goods including packaging, but excluding the carrier’s equipment for the declaration.

Where a gross mass greater than 1 kg includes a fraction of a unit (kg), it may be rounded off in the following manner:

from 0.001 to 0.499: rounding down to the nearest kg;

from 0.5 to 0.999: rounding up to the nearest kg.

A gross mass of less than 1 kg should be entered as “0.” followed by a number of decimals up to 6, discarding all “0” at the end of the quantity (e.g. 0.123 for a package of 123 grams, 0.00304 for a package of 3 grams and 40 milligrams or. 0.000654 for a package of 654 milligrams).

Enter the gross mass, expressed in kilograms, of the goods concerned by the relevant item of goods.

Where the declaration comprises several goods items, which concern goods that are packed together in such a way that it is impossible to determine the gross mass of the goods pertaining to any goods item, the total gross mass needs only to be entered on header level.

18 05 000 000 Description of goods

Where the declarant provides the CUS code for chemical substances and preparations, countries may waive the requirement of providing a precise description of the goods.

It means the normal trade description. Where the commodity code is to be provided, the description must be precise enough to allow the goods to be classified.

18 06 000 000 Packaging

This data element relates to details of the packaging of the goods subject to the declaration or notification.

18 06 003 000 Type of packages

Code specifying the type of package.

The codes to be used are:

Package type code as referred to in introductory note 8 number 1.

18 06 004 000 Number of packages

Total number of packages based on the smallest external packing unit. This is the number of individual items packaged in such a way that they cannot be divided without first undoing the packing, or the number of pieces, if unpackaged.

This information shall not be provided where goods are in bulk.

18 06 054 000 Shipping marks

Free form of description of the marks and numbers on transport units or packages.

18 08 000 000 CUS code

The Customs Union and Statistics (CUS) number is the identifier assigned within the European Customs Inventory of Chemical Substances (ECICS) to mainly chemical substances and preparations.

The declarant may provide this code on a voluntary basis where no measure laid down in the Contracting Parties' legislation exists for the goods concerned, i.e. where providing this code would represent a lesser burden than a full textual description of the product.

The codes to be used are:

CUS Code as referred to in introductory note 8 number 9.

18 09 000 000 Commodity code

At least the Harmonised System sub-heading code shall be used.

18 09 056 000 Harmonised System sub-heading code

Enter the Harmonised System sub-heading code (six-digit HS code).

The codes to be used are:

The codes can be found in the TARIC database.

18 09 057 000 Combined Nomenclature code

Enter the two additional digits of the Combined nomenclature code where required by the Contracting Parties' legislation.

The codes to be used are:

The codes can be found in the TARIC database.

Group 19 – Transport information (modes, means and equipment)

19 01 000 000 Container indicator

Enter the presumed situation when crossing the external frontier of the Contracting Party, based on the information available at the time of completion of the transit formalities, using the relevant code.

The codes to be used are:

The codes applicable are given below:

0	Goods not transported in containers
1	Goods transported in containers

19 03 000 000 Mode of transport at the border

Using the relevant code, enter the mode of transport corresponding to the active means of transport which it is expected will be used on exit from the customs territory of the Contracting Party.

The codes to be used are:

The codes applicable are given below:

Code	Description
1	Maritime transport
2	Rail transport
3	Road transport
4	Air transport
5	Mail (Active mode of transport unknown)
7	Fixed transport installations
8	Inland waterway transport
9	Other mode of transport (i.e. own propulsion)

19 04 000 000 Inland mode of transport

Using the relevant code, enter the mode of transport upon departure.

The codes to be used are:

The codes provided for in this Title as regards D.E. 19 03 000 000 Mode of transport at the border shall be used.

19 05 000 000 Departure transport means

19 05 017 000 Identification number

This information shall take the form of the IMO ship identification number or the unique European Vessel Identification Number (ENI code) for transport by sea or inland waterways.

For other modes of transport, the method of identification shall be:

Means of transport	Method of identification
Inland waterway transport	Name of vessel
Air transport	Number and date of flight (where there is no flight number, enter the aircraft's registration number)
Road transport	Vehicle and/or trailer registration number
Rail transport	Wagon number

Where goods are transported by way of a trailer and a tractor, enter registration numbers of both trailer and tractor. Where the registration number of the tractor is not known, enter the trailer registration number.

19 05 061 000 Type of identification

Using the relevant code, enter the type of the identification number.

The codes to be used are:

The codes applicable are given below:

Code	Description
10	IMO ship identification number
11	Name of the sea-going vessel
20	Wagon number
21	Train number
30	Registration number of the road vehicle
31	Registration number of the road trailer
40	IATA flight number
41	Registration number of the aircraft
80	European Vessel Identification Number (ENI code)
81	Name of the inland waterways vessel

19 05 062 000 Nationality

Enter the nationality of the means of transport (or that of the vehicle propelling the others if there are several means of transport) on which the goods are directly loaded at the time of transit formalities, in the form of the relevant code.

Where goods are transported by way of a trailer and a tractor, enter the nationality of both trailer and tractor. Where the nationality of the tractor is not known, enter the nationality of the trailer.

The codes to be used are:

Country Code as referred to in introductory note 8 number 3.

19 07 000 000 Transport equipment

19 07 044 000 Goods reference

For each container, enter the goods item number(s) for the goods transported in this container.

19 07 063 000 Container identification number

Marks (letters and/or numbers) which identify the container.

For modes of transport other than air, a container is a special box to carry freight, strengthened and stackable and allowing horizontal or vertical transfers.

In the air mode, containers are special boxes to carry freight, strengthened and allowing horizontal or vertical transfers.

In the context of this data element, the swap bodies and semi-trailers used for road and rail transport shall be considered as containers.

If applicable, for containers covered by the standard ISO 6346, the identifier (prefix) allocated by the International Bureau of Containers and Intermodal Transport (BIC) shall also be provided in addition to the container identification number.

For swap bodies and semi-trailers the ILU (Intermodal Loading Units) code as introduced by the European EN 13044 standard shall be used.

19 08 000 000 Active border transport means

19 08 000 047 Customs office at border reference number

Using the relevant code, enter the reference number of the office where the active means of transport crosses the Contracting Party frontier.

The codes to be used are:

The identifier of the customs office shall follow the structure defined for
D.E. 17 05 001 000 Customs office of destination/Reference number.

19 08 017 000 Identification number

Enter the identity of the active means of transport crossing the Contracting Party frontier.

In the case of combined transport or where several means of transport are used, the active means of transport is the one that propels the whole combination. For example, in the case of a lorry on a sea-going vessel, the active means of transport is the ship. In the case of a tractor and trailer, the active means of transport is the tractor. Depending on the means of transport concerned, the following details concerning identity shall be entered:

Means of transport	Method of identification
Sea and inland waterway transport	Name of vessel
Air transport	Number and date of flight (where there is no flight number, enter the aircraft's registration number)
Road transport	Vehicle and/or trailer registration number
Rail transport	Wagon number

19 08 061 000 Type of identification

Using the relevant code, enter the type of identification number.

The codes to be used are:

The codes defined in this Title for D.E. 19 05 061 000 Departure transport means/Type of identification shall be used for the type of identification.

19 08 062 000 Nationality

Using the relevant code, enter the nationality of the active means of transport crossing the Contracting Party frontier.

In the case of combined transport or where several means of transport are used, the active means of transport is the one that propels the whole combination. For example, in the case of a lorry on a sea-going vessel, the active means of transport is the ship. In the case of a tractor and trailer, the active means of transport is the tractor.

The codes to be used are:

Country Code as referred to in introductory note 8 number 3.

19 02 000 000 Conveyance reference number

Identification of the journey of the means of transport, for example voyage number, the IATA flight number, trip number, if applicable.

For air transport, in situations where the operator of the aircraft transports goods under code-sharing or similar contracting agreement with partners, the partners' flight numbers shall be used.

19 10 000 000 Seal:

19 10 068 000 Number of seals

Enter the number of seals affixed to the transport equipment, where applicable.

19 10 015 000 Identifier

The information shall be provided, if an authorised consignor lodges a declaration for which his authorisation requires the use of seals of a special type or a holder of the transit procedure is granted the use of seals of a special type.

Group 99 – Other data elements (statistical data, guarantees, tariff related data)

99 02 000 000 Guarantee type

Using the relevant codes, enter the type of guarantee used for the transit operation.

The codes to be used are:

The codes applicable are given below:

Code	Description
0	For guarantee waiver (Article 75(2)(c) of Appendix I).
1	For comprehensive guarantee (Article 75(1) and (2)(a) and (b) of Appendix I).
2	For individual guarantee in the form of an undertaking by a guarantor (Article 20 of Appendix I).
3	For individual guarantee in cash or other means of payment recognised by the customs authorities as being equivalent to a cash deposit, made in euro or in the currency of the country in which the guarantee is required (Article 19 of Appendix I).
4	For individual guarantee in the form of vouchers (Article 21 of Appendix I).
8	For guarantee not required for certain public bodies*.
9	For individual guarantee of the type under point 3 of Annex I to Appendix I.

Code	Description
A	For guarantee waiver by agreement (Article 10(2)(a) of the Convention).
R	For guarantee not required for goods carried on the Rhine, the Rhine waterways, the Danube or the Danube waterways (Article 13(1)(b) of Appendix I).
C	For guarantee not required for goods carried by fix transport installations (Article 13(1)(c) of Appendix I).
H	For guarantee not required for goods placed under the transit procedure in accordance with Article 13(1)(a) of Appendix I.
J	Guarantee not required for the journey between customs office of departure and customs office of transit (Article 10(2)(b) of the Convention).

* For Member States of the European Union.

99 03 000 000 Guarantee reference:

99 03 069 000 GRN

Enter the guarantee reference number.

99 03 070 000 Access code

Enter the access code.

99 03 012 000 Currency

Using the relevant code, enter the currency in which amount to be covered is established.

The codes to be used are:

Currency code as referred to in introductory note 8 number 2.

99 03 071 000 Amount to be covered

Enter the amount of customs debt that can incur or has incurred in relation to the particular declaration, thus to be covered by the guarantee.

99 03 073 000 Other guarantee reference

Enter the reference number of the other guarantee used for the operation.

TITLE IV

LINGUISTIC REFERENCES AND THEIR CODES

Linguistic reference		Description
BG	Ограничена валидност	Limited validity — 99200
CS	Omezená platnost	
DA	Begrænset gyldighed	
DE	Beschränkte Geltung	
EE	Piiratud kehtivus	
EL	Περιορισμένη ισχύς	
EN	Limited validity	
ES	Validez limitada	
FI	Voimassa rajoitetusti	
FR	Validité limitée	
GA	Bailíocht theoranta	
HR	Ograničena valjanost	
HU	Korlátozott érvényű	
IS	Takmarkað gildissvið	
IT	Validità limitata	
LT	Galiojimas apribotas	
LV	Ierobežots derīgums	
MK	Ограничено важење	
MT	Validità limitata	
NL	Beperkte geldigheid	
NO	Begrenset gyldighet	
PL	Ograniczona ważność	
PT	Validade limitada	
RO	Validitate limitată	
RS	Ограничена важност	
SK	Obmedzená platnosť	
SL	Omejena veljavnost	
SV	Begränsad giltighet	
TR	Sınırlı Geçerli	

Linguistic reference		Description
BG	Освободено	Waiver - 99201
CS	Osvobození	
DA	Fritaget	
DE	Befreiung	
EE	Loobutud	
EL	Απαλλαγή	
EN	Waiver	
ES	Dispensa	
FI	Vapautettu	
FR	Dispense	
GA	Tarscaoileadh	
HR	Oslobođeno	
HU	Mentesség	
IS	Undanþegið	
IT	Dispensa	
LT	Leista neplombuoti	
LV	Derīgs bez zīmoga	
MK	Измеање	
MT	Tneħħija	
NL	Vrijstelling	
NO	Fritak	
PL	Zwolnienie	
PT	Dispensa	
RO	Derogarea	
RS	Ослобођење	
SK	Upustenie	
SL	Opustitev	
SV	Befrielse	
TR	Vazgeçme	

Linguistic reference		Description
BG	Алтернативно доказателство	Alternative proof – 99202
CS	Alternativní důkaz	
DA	Alternativt bevis	
DE	Alternativnachweis	
EE	Alternatiivsed tõendid	
EL	Εναλλακτική απόδειξη	
EN	Alternative proof	
ES	Prueba alternativa	
FI	Vaihtoehtoinen todiste	
FR	Preuve alternative	
GA	Cruthúnas malartach	
HR	Alternativni dokaz	
HU	Alternatív igazolás	
IS	Önnur sönnun	
IT	Prova alternativa	
LT	Alternatyvusis įrodymas	
LV	Alternatīvs pierādījums	
MK	Алтернативен доказ	
MT	Prova alternattiva	
NL	Alternatief bewijs	
NO	Alternativt bevis	
PL	Alternatywny dowód	
PT	Prova alternativa	
RO	Probă alternativă	
RS	Алтернативни доказ	
SK	Alternatívny dôkaz	
SL	Alternativno dokazilo	
SV	Alternativt bevis	
TR	Alternatif Kanıt	

Linguistic reference		Description
BG	Различия: митническо учреждение, където стоките са представени (наименование и страна)	Differences: office where goods were presented ... (name and country) – 99203
CS	Nesrovnalosti: úřad, kterému bylo zboží předloženo (název a země)	
DA	Forskelle: det sted, hvor varerne blev frembudt (navn og land)	
DE	Unstimmigkeiten: Stelle, bei der die Gestellung erfolgte (Name und Land)	
EE	Erinevused: asutus, kuhu kaup esitati (nimi ja riik)	
EL	Διαφορές: εμπορεύματα προσκομισθέντα στο τελωνείο (Όνομα και χώρα)	
EN	Differences: office where goods were presented (name and country)	
ES	Diferencias: mercancías presentadas en la oficina (nombre y país)	
FI	Muutos: toimipaikka, jossa tavarat esitetty (nimi ja maa)	
FR	Différences: marchandises présentées au bureau (nom et pays)	
GA	Difríochtaí: oifig inár cuireadh na hearraí i láthair ... (ainm agus tír)	
HR	Razlike: Carinarnica kojoj je roba podnesena (naziv i zemlja)	
HU	Eltérések: hivatal, ahol az áruk bemutatása megtörtént (név és ország)	
IS	Breyting: tollstjórnaskrifstofa þar sem vörum var framvísað (nafn og land)	
IT	Differenze: ufficio al quale sono state presentate le merci (nome e paese)	

Linguistic reference		Description
LT	Skirtumai: įstaiga, kuriai pateiktos prekės (pavadinimas ir valstybė)	
LV	Atšķirības: muitas iestāde, kurā preces tika uzrādītas (nosaukums un valsts)	
MK	Разлики: Испостава каде стоките се ставени на увид (назив и земја)	
MT	Differenzi: ufficcju fejn l-oġġetti kienu ppreżentati (isem u pajjiż)	
NL	Verschillen: kantoor waar de goederen zijn aangebracht (naam en land)	
NO	Forskjell: det tollsted hvor varene ble fremlagt (navn og land)	
PL	Nie zgodności: urząd, w którym przedstawiono towar (nazwa i kraj)	
PT	Diferenças: mercadorias apresentadas na estância (nome e país)	
RO	Diferențe: mărfuri prezentate la biroul vamal (nume și țara)	
RS	Разлике: царински орган којем је предата роба (назив и земља)	
SK	Rozdiely: úrad, ktorému bol tovar predložený (názov a krajina)	
SL	Razlike: urad, pri katerem je bilo blago predloženo (naziv in država)	
SV	Avvikelse: tullkontor där varorna anmäldes (namn och land)	
TR	Değişiklikler: Eşyanın sunulduğu idare (adı ve ülkesi).	

Linguistic reference		Description
BG	Излизането от подлежи на ограничения или такси съгласно Регламент/Директива/Решение № ...,	Exit from subject to restrictions or charges under Regulation/Directive/Decision No ... – 99204
CS	Výstup ze podléhá omezením nebo dávkám podle nařízení/směrnice/rozhodnutí č. ...	
DA	Udpassage fra undergivet restriktioner eller afgifter i henhold til forordning/direktiv/afgørelse nr. ...	
DE	Ausgang aus — gemäß Verordnung/Richtlinie/Beschluss Nr. ... Beschränkungen oder Abgaben unterworfen.	
EE	 territooriumilt väljumise suhtes kohaldatavate piiranguid ja makse vastavalt määrusele/direktiivile/otsusele nr ...	
EL	Η έξοδος από υποβάλλεται σε περιορισμούς ή σε επιβαρύνσεις από τον κανονισμό/την οδηγία/την απόφαση αριθ. ...	
EN	Exit from subject to restrictions or charges under Regulation/Directive/Decision No ...	
ES	Salida de sometida a restricciones o imposiciones en virtud del (de la) Reglamento/Directiva/Decisión no ...	
FI	 vientiin sovelletaan asetuksen/direktiivin/päätöksen N:o ... mukaisia rajoituksia tai maksuja	
FR	Sortie de soumise à des restrictions ou à des impositions par le règlement ou la directive/décision n° ...	
GA	Scoir faoi réir srianta nó muirir faoin Uimhir Rialachán/ Treoir/Cinneadh ...	

Linguistic reference		Description
HR	Izlaz iz podliježe ograničenjima ili pristojbama temeljem Uredbe/Direktive/Odluke br ...	
HU	A kilépés területéről a rendelet/irányelv/határozat szerinti korlátozás vagy teher megfizetésének kötelezettsége alá esik	
IS	Útflutningur frá háð takmörkunum eða gjöldum samkvæmt reglugerð/fyrirmælum/ákvörðun nr.	
IT	Uscita dal soggetta a restrizioni o ad imposizioni a norma del(la) regolamento/direttiva/decisione n. ...	
LT	Išvežimui iš taikomi apribojimai arba mokesčiai, nustatyti Reglamentu/Direktyva/Sprendimu Nr. ...	
LV	Izvešana no , piemērojot ierobežojumus vai maksājumus saskaņā ar Regulu/Direktīvu/Lēmumu Nr. ...	
MK	Излез од предмет на ограничувања или давачки согласно Уредба/Директива/Решение №	
MT	Hruġ mill-..... sugġett għal restrizzjonijiet jew ħlasijiet taħt Regola/Direttiva/Deċiżjoni Nru ...	
NL	Bij uitgang uit de zijn de beperkingen of heffingen van Verordening/Richtlijn/Besluit nr. ... van toepassing.	
NO	Utførsel fra underlagt restriksjoner eller avgifter i henhold til forordning/direktiv/vedtak nr.	

Linguistic reference		Description
PL	Wyprowadzenie z podlega ograniczeniom lub opłatom zgodnie z rozporządzeniem/dyrektywą/decyzją nr ...	
PT	Saída da sujeita a restrições ou a imposições pelo(a) Regulamento/Directiva/Decisão n.º ...	
RO	Ieșire din supusă restricțiilor sau impunerilor în temeiul Regulamentului/Directivei/Deciziei nr ...	
RS	Излаз из подлеже ограничењима или дажбинама на основу Уредбе/Директиве/Одлуке бр ...	
SK	Výstup z podlieha obmedzeniam alebo platbám podľa nariadenia/smernice/rozhodnutia č.	
SL	Iznos iz zavezan omejitvam ali obveznim dajatvam na podlagi Uredbe/Direktive/Odločbe št. ...	
SV	Utförsel från underkastad restriktioner eller avgifter i enlighet med förordning/direktiv/beslut nr ...	
TR	Eşyanın 'dan çıkışı..... . No.lu Tüzük/Direktif/Karar kapsamında kısıtlamalara veya mali yükümlülöklere tabidir	

Linguistic reference		Description
BG	Одобрен изпращач	Authorised consignor – 99206
CS	Schválený odesílatel	
DA	Godkendt afsender	
DE	Zugelassener Versender	
EE	Volitatud kaubasaatja	
EL	Εγκριμένος αποστολέας	
EN	Authorised consignor	
ES	Expedidor autorizado	
FI	Valtuutettu lähettäjä	
FR	Expéditeur agréé	
GA	Coinsíneoir údaraithe	
HR	Ovlašteni pošiljatelj	
HU	Engedélyezett feladó	
IS	Viðurkenndur sendandi	
IT	Speditore autorizzato	
LT	Igaliotasis siuntėjas	
LV	Atzītais nosūtītājs	
MK	Овластен испраќач	
MT	Awtorizzat li jibgħat	
NL	Toegelaten afzender	
NO	Autorisert avsender	
PL	Upoważniony nadawca	
PT	Expedidor autorizado	
RO	Expeditor agreat	
RS	Овлашћени пошиљалац	
SK	Schválený odosielateľ	
SL	Pooblaščeni pošiljatelj	
SV	Godkänd avsändare	
TR	İzinli Gönderici	

Linguistic reference		Description
BG	Освободен от подпис	Signature waived – 99207
CS	Podpis se nevyžaduje	
DA	Fritaget for underskrift	
DE	Freistellung von der Unterschriftsleistung	
EE	Allkirjanõudest loobutud	
EL	Δεν απαιτείται υπογραφή	
EN	Signature waived	
ES	Dispensa de firma	
FI	Vapautettu allekirjoituksesta	
FR	Dispense de signature	
GA	Tharscaoileadh an síniú	
HR	Oslobođeno potpisa	
HU	Aláírás alól mentesítve	
IS	Undanþegið undirskrift	
IT	Dispensa dalla firma	
LT	Leista nepasirašyti	
LV	Derīgs bez paraksta	
MK	Иземање од потпис	
MT	Firma mhux meħtieġa	
NL	Van ondertekening vrijgesteld	
NO	Fritatt for underskrift	
PL	Zwolniony ze składania podpisu	
PT	Dispensada a assinatura	
RO	Dispensă de semnătură	
RS	Ослобођено од потписа	
SK	Upustenie od podpisu	
SL	Opustitev podpisa	
SV	Befrielse från underskrift	
TR	İmzadan Vazgeçme	

Linguistic reference		Description
BG	ЗАБРАНЕНО ОБЩО ОБЕЗПЕЧЕНИЕ	COMPREHENSIVE GUARANTEE PROHIBITED – 99208
CS	ZÁKAZ SOUBORNÉ JISTOTY	
DA	FORBUD MOD SAMLET SIKKERHEDSSTILLELSE	
DE	Gesamtsicherheit UNTERSAGT	
EE	ÜLDTAGATISE KASUTAMINE KEELATUD	
EL	ΑΠΑΓΟΡΕΥΕΤΑΙ Η ΣΥΝΟΛΙΚΗ ΕΓΓΥΗΣΗ	
EN	COMPREHENSIVE GUARANTEE PROHIBITED	
ES	GARANTÍA GLOBAL PROHIBIDA	
FI	YLEISVAKUUDEN KÄYTTÖ KIELLETTY	
FR	GARANTIE GLOBALE INTERDITE	
GA	RATHAÍOCHT CHUIMSITHEACH COISCTHE	
HR	ZABRANJENO ZAJEDNIČKO JAMSTVO	
HU	ÖSSZKEZESSÉG TILOS	
IS	ALLSHERJARTRYGGING BÖNNUÐ	
IT	GARANZIA GLOBALE VIETATA	

Linguistic reference		Description
LT	NAUDOTI BENDRAJĄ GARANTIJĄ UŽDRAUSTA	
LV	VISPĀRĒJS GALVOJUMS AIZLIEGTS	
MK	ЗАБРАНА ЗА УПОТРЕБА НА ОПШТА ГАРАНЦИЈА	
MT	MHUX PERMESSA GARANZIJA KOMPENSIVA	
NL	DOORLOPENDE ZEKERHEID VERBODEN	
NO	FORBUD MOT BRUK AV UNIVERSALGARANTI	
PL	ZAKAZ KORZYSTANIA Z GWARANCJI GENERALNEJ	
PT	GARANTIA GLOBAL PROIBIDA	
RO	GARANȚIA GLOBALĂ INTERZISĂ	
RS	ЗАБРАЊЕНО ЗАЈЕДНИЧКО ОБЕЗБЕЂЕЊЕ	
SK	ZÁKAZ CELKOVEJ ZÁRUKY	
SL	PREPOVEDANO SPLOŠNO ZAVAROVANJE	
SV	SAMLAD SÄKERHET FÖRBJUDEN	
TR	KAPSAMLI TEMİNAT YASAKLANMIŞTIR.	

Linguistic reference		Description
BG	ИЗПОЛЗВАНЕ БЕЗ ОГРАНИЧЕНИЕ	UNRESTRICTED USE – 99209
CS	NEOMEZENÉ POUŽITÍ	
DA	UBEGRÆNSET ANVENDELSE	
DE	UNBESCHRÄNKTE VERWENDUNG	
EE	PIIRAMATU KASUTAMINE	
EL	ΑΠΕΡΙΟΡΙΣΤΗ ΧΡΗΣΗ	
EN	UNRESTRICTED USE	
ES	UTILIZACIÓN NO LIMITADA	
FI	KÄYTTÖÄ EI RAJOITETTU	
FR	UTILISATION NON LIMITÉE	
GA	ÚSÁID NEAMHSHRIANTA	
HR	NEOGRANIČENA UPORABA	
HU	KORLÁTOZÁS ALÁ NEM ESŐ HASZNÁLAT	
IS	ÓTAKMÖRKUÐ NOTKUN	
IT	UTILIZZAZIONE NON LIMITATA	
LT	NEAPRIBOTAS NAUDOJIMAS	
LV	NEIEROBEŽOTS IZMANTOJUMS	
MK	УПОТРЕБА БЕЗ ОГРАНИЧУВАЊЕ	
MT	UŻU MHUX RISTRETT	
NL	GEBRUIK ONBEPERKT	
NO	UBEGRENSET BRUK	
PL	NIEOGRANICZONE KORZYSTANIE	
PT	UTILIZAÇÃO ILIMITADA	
RO	UTILIZARE NELIMITATĂ	
RS	НЕОГРАНИЧЕНА УПОТРЕБА	
SK	NEOBMEDZENÉ POUŽITIE	
SL	NEOMEJENA UPORABA	
SV	OBEGRÄNSAD ANVÄNDNING	
TR	KISITLANMAMIŞ KULLANIM	

Linguistic reference		Description
BG	Издаден впоследствие	Issued retrospectively – 99210
CS	Vystaveno dodatečně	
DA	Udstedt efterfølgende	
DE	Nachträglich ausgestellt	
EE	Välja antud tagasiulatuvalt	
EL	Εκδοθέν εκ των υστέρων	
EN	Issued retrospectively	
ES	Expedido a posteriori	
FI	Annettu jälkikäteen	
FR	Délivré a posteriori	
GA	Eisithe go haisghníomhach	
HR	Izdano naknadno	
HU	Kiadva visszamenőleges hatállyal	
IS	Útgefið eftir á	
IT	Rilasciato a posteriori	
LT	Retrospektyvusis išdavimas	
LV	Izsniegts retrospektīvi	
MK	Дополнително издадено	
MT	Mahruġ b'mod retrospettiv	
NL	Achteraf afgegeven	
NO	Utstedt i etterhånd	
PL	Wystawione retrospektywnie	
PT	Emitido a posteriori	
RO	Eliberat ulterior	
RS	Накнадно издато	
SK	Vyhotovené dodatočne	
SL	Izdano naknadno	
SV	Utfärdat i efterhand	
TR	Sonradan Düzenlenmiştir	

Linguistic reference		Description
BG	Разни	Various – 99211
CS	Různí	
DA	Diverse	
DE	Verschiedene	
EE	Erinevad	
EL	Διάφορα	
EN	Various	
ES	Varios	
FI	Useita	
FR	Divers	
GA	Éagsúil	
HR	Razni	
HU	Többféle	
IS	Ýmis	
IT	Vari	
LT	Įvairūs	
LV	Dažādi	
MK	Различни	
MT	Diversi	
NL	Diversen	
NO	Diverse	
PL	Różne	
PT	Diversos	
RO	Diverse	
RS	Разно	
SK	Rôzne	
SL	Razno	
SV	Flera	
TR	Çeşitli	

Linguistic reference		Description
BG	Насипно	Bulk – 99212
CS	Volně loženo	
DA	Bulk	
DE	Lose	
EE	Pakendamata	
EL	Χύμα	
EN	Bulk	
ES	A granel	
FI	Irtotavaraa	
FR	Vrac	
GA	Bulc	
HR	Rasuto	
HU	Ömlesztett	
IS	Vara í lausu	
IT	Alla rinfusa	
LT	Nesupakuota	
LV	Berams	
MK	Рефус	
MT	Bil-kwantitá	
NL	Los gestort	
NO	Bulk	
PL	Luzem	
PT	A granel	
RO	Vrac	
RS	Пасуто	
SK	Voľne ložené	
SL	Razsuto	
SV	Bulk	
TR	Dökme	

Linguistic reference		Description
BG	Изпращач	Consignor – 99213
CS	Odesílatel	
DA	Afsender	
DE	Versender	
EE	Saatja	
EL	Αποστολέας	
EN	Consignor	
ES	Expedidor	
FI	Lähetäjä	
FR	Expéditeur	
GA	Coinsíneoir	
HR	Pošiljatelj	
HU	Feladó	
IS	Sendandi	
IT	Speditore	
LT	Siuntėjas	
LV	Nosūtītājs	
MK	Испраќач	
MT	Min jikkonsenja	
NL	Afzender	
NO	Avsender	
PL	Nadawca	
PT	Expedidor	
RO	Expeditor	
RS	Пошиљалац	
SK	Odosielateľ	
SL	Pošiljatelj	
SV	Avsändare	
TR	Gönderici	

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(8) Annex B6a is deleted.

Annex C

Appendix IV to the Convention is replaced by the following:

‘APPENDIX IV MUTUAL ASSISTANCE FOR THE RECOVERY OF CLAIMS

Subject matter

Article 1

This Appendix lays down the rules for ensuring recovery in each country of the claims referred to in Article 3 that arise in another country. Implementing provisions are set out in Annex I to this Appendix.

Definitions

Article 2

In this Appendix:

- “applicant authority” means the competent authority of a country that makes a request for assistance concerning a claim referred to in Article 3;
- “requested authority” means the competent authority of a country to which a request for assistance is made.

Scope

Article 3

This Appendix shall apply to:

- (a) all claims relating to debts covered by Article 3, point 1 of Appendix I due in connection with a common transit operation that began after the entry into force of this Appendix;
- (b) interest and costs incidental to the recovery of the claims referred to above.

Request for information

Article 4

1. At the request of the applicant authority, the requested authority shall provide any information that would be useful to the applicant authority in the recovery of its claim.

In order to obtain this information, the requested authority shall make use of the powers provided under the laws, regulations or administrative provisions applying to the recovery of similar claims arising in the country where that authority is situated.

2. The request for information shall contain at least the following information:
 - (a) name, address and other data relevant to the identification of the person to whom the information to be provided relates;
 - (b) information relating to the claim(s) such as nature and amount of the claim;
 - (c) any other information, if needed.
3. The requested authority shall not be obliged to supply information:
 - (a) which it would not be able to obtain for the purpose of recovering similar claims arising in the country in which it is situated;
 - (b) which would disclose any commercial, industrial or professional secrets; or
 - (c) the disclosure of which would be liable to prejudice the security of or be contrary to the public policy of the country in which it is situated.
4. The requested authority shall inform the applicant authority of the grounds for refusing a request for information.

5. Information obtained in accordance with this Article shall be used solely for the purposes of this Convention and shall be accorded the same protection by a receiving country as is afforded to information of like nature under the national law of that country. Such information may be used for other purposes only with the written consent of the competent authority that furnished it and subject to any restrictions laid down by that authority.
6. The request for information shall be provided using the form set out in Annex II to this Appendix.

Request for notification

Article 5

1. The requested authority shall, at the request of the applicant authority, and in accordance with the rules of law in force for the notification of similar instruments or decisions in the country in which the requested authority is situated, notify to the addressee all instruments and decisions, including those of a judicial nature, which emanate from the country in which the applicant authority is situated and which relate to a claim and/or to its recovery.

2. The request for notification shall contain at least the following information:
 - (a) name, address and other data relevant to the identification of the addressee;
 - (b) nature and subject of the instrument or decision to be notified;
 - (c) information relating to the claim(s); such as nature and amount of the claim
 - (d) any other information, if needed.
- 2a. The applicant authority shall make a request for notification only when it is unable to notify in the country where the applicant authority is situated, in accordance with the rules governing the notification of the document concerned or when such notification would give rise to disproportionate difficulties.
3. The requested authority shall promptly inform the applicant authority of the action taken on its request for notification and, more especially, of the date on which the instrument or decision was forwarded to the addressee.
4. The request for notification shall be provided using the form set out in Annex III to this Appendix.

Article 6

1. At the request of the applicant authority, the requested authority shall recover claims, which are the subject of an instrument permitting their enforcement in accordance with the laws, regulations or administrative provisions applying to the recovery of similar claims arising in the country in which the requested authority is situated.
2. For this purpose, any claim in respect of which a request for recovery has been made shall be treated as a claim of the country in which the requested authority is situated, except where Article 12 applies.

Article 7

1. The request for recovery of a claim which the applicant authority addresses to the requested authority must be accompanied by an official or certified copy of the instrument permitting its enforcement, issued in the country in which the applicant authority is situated and, if appropriate, by the original or a certified copy of other documents necessary for recovery.

2. The applicant authority may not make a request for recovery unless:
- (a) the claim and/or the instrument permitting its enforcement are not contested in the country in which it is situated;
 - (b) it has, in the country in which it is situated, applied the recovery procedure available to it on the basis of the instrument referred to in paragraph 1, and the measures taken have not resulted in the payment in full of the claim;
 - (c) the claim exceeds EUR 1.500. The equivalent in national currencies of the amount expressed in EUR shall be calculated in accordance with the provisions of Article 22 of Appendix II.
3. The request for recovery shall contain at least the following information:
- (a) name, address and other data relevant to the identification of the person concerned;
 - (b) exact nature of the claim(s);
 - (c) amount of the claim(s);
 - (d) other information, if needed

(e) a statement by the applicant authority indicating the date from which enforcement is possible under the laws in force in the country where the applicant authority is situated and confirming that the conditions set out in paragraph 2 are fulfilled.

4. As soon as any relevant information relating to the matter, which gave rise to the request for recovery, comes to the knowledge of the applicant authority it shall forward it to the requested authority.

Article 8

The instrument permitting enforcement of the claim shall, where appropriate, and in accordance with the provisions in force in the country in which the requested authority is situated, be accepted, recognized, supplemented or replaced by an instrument authorizing enforcement in the territory of that country.

Such acceptance, recognition, supplementing or replacement must take place as soon as possible following the date of receipt of the request for recovery. They may not be refused if the instrument permitting enforcement in the country in which the applicant authority is situated is properly drawn up.

If any of these formalities should give rise to an examination or contestation in connection with the claim and/or the instrument permitting enforcement issued by the applicant authority, Article 12 shall apply.

Article 9

1. Claims shall be recovered in the currency of the country in which the requested authority is situated.
2. The requested authority may, where the laws, regulations or administrative provisions in force in the country in which it is situated so permit, allow the debtor time to pay or authorize payment by instalment. Any interest charged by the requested authority in respect of such extra time to pay shall be remitted to the applicant authority.

Any other interest charged for late payment under the laws, regulations and administrative provisions in force in the country in which the requested authority is situated shall also be remitted to the applicant authority.

Article 10

The claims to be recovered shall not be given preferential treatment in the country in which the requested authority is situated.

Article 11

The requested authority shall inform the applicant authority immediately of the action it has taken on the request for recovery.

Article 12

1. If, in the course of the recovery procedure, the claim and/or the instrument permitting its enforcement issued in the country in which the applicant authority is situated are contested by an interested party, the action shall be brought by the latter before the competent body of the country in which the applicant authority is situated, in accordance with the laws in force there. This action must be notified by the applicant authority to the requested authority. The party concerned may also notify the requested authority of the action.
2. As soon as the requested authority has received the notification referred to in paragraph 1 either from the applicant authority or from the interested party, it shall suspend the enforcement procedure pending the decision of the body competent in the matter.
- 2a Should the requested authority deem it necessary, and without prejudice to Article 13, that authority may take precautionary measures to guarantee recovery in so far as the laws or regulations in force in the country in which it is situated allow such action for similar claims.
3. Where the enforcement measures taken in the country in which the requested authority is situated are contested, the action shall be brought before the competent body of that country in accordance with its laws and regulations.

4. Where the competent body before which the action has been brought in accordance with paragraph 1 is a judicial or administrative tribunal, the decision of that tribunal, in so far as it is favourable to the applicant authority and permits recovery of the claim in the country in which the applicant authority is situated shall constitute the 'instrument permitting enforcement' within the meaning of Articles 6, 7 and 8 and the recovery of the claim shall proceed on the basis of that decision.

Request for precautionary measures

Article 13

1. At the request of the applicant authority, the requested authority shall take precautionary measures, if allowed by its national law and in accordance with its administrative practices, to ensure recovery where a claim or the instrument permitting enforcement in the country where the applicant authority is situated is contested at the time when the request is made, or where the claim is not yet the subject of an instrument permitting enforcement in the country where the applicant authority is situated, in so far as precautionary measures are also possible, in a similar situation, under the national law and administrative practices in this country.
 - 1a. The request for precautionary measures may be accompanied by other documents relating to the claims, issued in the country where the applicant authority is situated.
2. In order to give effect to the provisions of the paragraph 1, Articles 6, 7(3) and (4), 8, 11, 12 and 14 shall apply mutatis mutandis.

3. The request for precautionary measures shall be provided using the form set out in Annex IV to this Appendix.

Exceptions

Article 14

The requested authority shall not be obliged:

- (a) to grant the assistance provided for in Articles 6 to 13 if recovery of the claim would, because of the situation of the debtor, create serious economic or social difficulties in the country in which that authority is situated, in so far as the laws, regulations and administrative practices in force in this country allow such exception for national claims;
- (b) to accept a recovery of a claim if it maintains that it could infringe the public policy or other essential interests of the country in which that authority is situated.
- (c) to undertake recovery of a claim if the applicant authority has not exhausted the means of recovery in the territory of the country in which it is situated,
- (d) to grant assistance if the total amount of the claims for which assistance is requested is less than EUR 1 500.

The requested authority shall inform the applicant authority of the grounds for refusing a request for assistance.

Article 15

1. Questions concerning periods of limitation shall be governed solely by the laws in force in the country in which the applicant authority is situated.
2. Steps taken in the recovery of claims by the requested authority in pursuance of a request for assistance which, if they had been carried out by the applicant authority, would have had the effect of suspending, interrupting or prolonging the period of limitation according to the laws in force in the country in which the applicant authority is situated, shall be deemed to have been taken in the latter country, in so far as that effect is concerned.
3. The applicant authority and the requested authority shall inform each other of any action which interrupts, suspends or prolongs the limitation period of the claim for which the recovery or precautionary measures were requested, or which may have this effect.

Confidentiality

Article 16

Documents and information sent to the requested authority pursuant to this Appendix may only be communicated by the latter to:

- (a) the person mentioned in the request for assistance;

- (b) those persons and authorities responsible for the recovery of the claims, and solely for that purpose;
- (c) the judicial authorities dealing with matters concerning the recovery of the claims.

Languages

Article 17

1. Requests for assistance and relevant documents shall be accompanied by a translation in the official language, or one of the official languages of the country in which the requested authority is situated or in a language acceptable to such authority.
2. Information and other particulars communicated by the requested authority to the applicant authority shall be conveyed in the official language or one of the official languages of the country where the requested authority is situated or in another language agreed between the applicant and requested authorities.

Costs

Article 18

1. The countries concerned shall renounce all claims upon each other for the reimbursement of costs resulting from mutual assistance, which they grant each other pursuant to this Appendix.

However, where recovery creates a specific problem, concerns a very large amount in costs or relates to organised crime, the applicant and requested authorities may agree reimbursement arrangements specific to the cases in question.

2. Notwithstanding paragraph 1, the country in which the applicant authority is situated shall remain liable to the country in which the requested authority is situated for costs incurred as a result of actions held to be unfounded, as far as either the substance of the claim or the validity of the instrument issued by the applicant authority are concerned.

Authorized authorities

Article 19

The countries shall inform the Commission of its competent authorities authorized to make or receive requests for assistance, as well as of any subsequent relevant changes.

The Commission shall make the information received available to the other countries.

Articles 20 to 22

(This Appendix contains no Articles 20 to 22)

Final Provisions

Article 23

The provisions of this Appendix shall not prevent a greater measure of mutual assistance being afforded either now or in the future by particular countries under any agreements or arrangements, including those for the notification of legal or extra-legal acts.

Articles 24 to 26

(This Appendix contains no Articles 24 to 26)

ANNEXES TO APPENDIX IV

ANNEX I

IMPLEMENTING PROVISIONS

TITLE I

Scope

Article 1

1. This Annex lays down detailed rules for implementing Appendix IV.
2. This Annex also lays down detailed rules on conversion and transfer of sums recovered.

TITLE II

General provisions

Article 1a

1. The applicant authority may make a request for assistance in respect of either a single claim or several claims where those are recoverable from one and the same person.

2. A request for information, notification, recovery or precautionary measures may relate to any of the following persons:

- (a) the debtor or debtors;
- (b) any person liable for settlement of the claim under the law in force in the country where the applicant authority is situated.

Where the applicant authority knows that a third party holds assets belonging to one of the persons mentioned in the foregoing subparagraph, the request may also relate to that third party.

3. If the requested authority refuses to handle a request for assistance, it shall notify the applicant authority of the reasons for its refusal, specifying the provisions of Article 4(3) of Appendix IV on which it relies. Such notification shall be given by the requested authority as soon as it has taken its decision and in any event within one month of the date of the acknowledgment of the receipt of the request.
4. Each request for information, notification, recovery or precautionary measures shall indicate whether a similar request has been addressed to any other authority.

TITLE III

Request for information

Article 2

The request for information referred to in Article 4 of Appendix IV shall be made out in writing in accordance with the specimen in Annex II. The said request shall bear the official stamp of the applicant authority and shall be signed by an official thereof duly authorized to make such a request.

(This Annex contains no Article 3)

Article 4

The requested authority shall acknowledge receipt of the request for information in writing (e.g. by e-mail or fax) as soon as possible and in any event within seven days of such receipt.

Upon receipt of the request the requested authority shall, where appropriate, ask the applicant authority to provide any additional information necessary. The applicant authority shall provide all additional necessary information to which it normally has access.

Article 5

1. The requested authority shall transmit each item of requested information to the applicant authority as and when it is obtained.
2. Where all or part of the requested information cannot be obtained within a reasonable time, having regard to the particular case, the requested authority shall so inform the applicant authority, indicating the reasons therefore.
3. In any event, at the end of six months from the date of acknowledgement of receipt of the request, the requested authority shall inform the applicant authority of the outcome of the investigations which it has conducted in order to obtain the information requested.
4. In the light of the information received from the requested authority, the applicant authority may request the latter to continue its investigations. This request shall be made in writing (e.g. by e-mail or fax) within two months from the receipt of the notification of the outcome of the investigations carried out by the requested authority, and shall be treated by the requested authority in accordance with the provisions applying to the initial request.

(This Annex contains no Article 6)

Article 7

The applicant authority may at any time withdraw the request for information, which it has sent to the requested authority. The decision to withdraw shall be transmitted to the requested authority in writing (e.g. by e-mail or fax).

TITLE IV

Request for notification

Article 8

The request for notification referred to in Article 5 of Appendix IV shall be made out in writing in duplicate using the form set out in Annex III. The said request shall bear the official stamp of the applicant authority and shall be signed by an official thereof duly authorized to make such a request.

Two copies of the instrument or decision, notification of which is requested, shall be attached to the request referred to in the foregoing paragraph.

Article 9

The request for notification may relate to any natural or legal person who, in accordance with the law in force in the country where the applicant authority is situated, shall be informed of any instrument or decision, which concerns that person.

Article 10

1. Immediately upon receipt of the request for notification, the requested authority shall take the necessary measures to effect that notification in accordance with the law in force in the country in which it is situated.

If necessary, without prejudice to the final date for notification indicated in the request for notification, the requested authority shall ask the applicant authority to provide additional information.

The applicant authority shall provide all additional information to which it normally has access.

2. The requested authority shall inform the applicant authority of the date of notification as soon as this has been done, by returning to it one of the copies of its request with the certificate on the reverse side duly completed.

TITLE -V

Request for recovery and/or for the taking of precautionary measures

Article 11

1. The request for recovery and/or for the taking of precautionary measures referred to in Articles 6 and 13 of Appendix IV, shall be made out in writing using the form set out in Annex IV. The request, which shall include a declaration that the conditions laid down in Appendix IV for initiating the mutual assistance procedure in the particular case have been fulfilled, shall bear the official stamp of the applicant authority and shall be signed by an official thereof duly authorized to make such a request.
2. The instrument permitting enforcement in the country where the requested authority is situated, accompanying the request shall be completed by or under the responsibility of the applicant authority, based on the initial instrument permitting enforcement in the country where the applicant authority is situated.
- 2a. The instrument permitting enforcement may be issued in respect of several claims where it concerns one and the same person.

For the purposes of Articles 12 to 19, all claims, which are covered by the same instrument permitting enforcement, shall be deemed to constitute a single claim.

(This Annex contains no Article 12)

Article 13

1. The applicant authority shall state the amounts of the claim to be recovered both in the currency of the country in which it is situated and also in the currency of the country in which the requested authority is situated.
2. The rate of exchange to be used for the purposes of paragraph 1 shall be the latest selling rate recorded on the most representative exchange market or markets of the country in which the applicant authority is situated, on the date when the request for recovery is signed.

Article 14

- 1 The requested authority shall acknowledge receipt of the request for recovery and/or for the taking of precautionary measures in writing (e.g. by e-mail or fax) as soon as possible and in any event within seven days of its receipt.
2. The requested authority may ask the applicant authority to provide additional information or to complete the instrument permitting enforcement in the requested country, if required. The applicant authority shall provide all additional necessary information to which it normally has access.

Article 15

- 1 Where, within a reasonable time having regard to the particular case, all or part of the claim cannot be recovered or precautionary measures cannot be taken, the requested authority shall so inform the applicant authority, indicating the reasons therefore.

In the light of the information received from the requested authority, the applicant authority may request the latter to continue the procedure, which it has undertaken for recovery and/or for the taking of precautionary measures. This request shall be made in writing (e.g. by e-mail or fax) within two months from the receipt of the notification of the outcome of the procedure undertaken by the requested authority for recovery and/or for the taking of precautionary measures, and shall be treated by the requested authority in accordance with the provisions applying to the initial request.

- 2 No later than at the end of each six-months period following the date of acknowledgement of the receipt of the request, the requested authority shall inform the applicant authority of the state of progress or the outcome of the procedure for recovery or for precautionary measures.
3. If the laws, regulations and administrative practices in force in the country where the requested authority is situated do not permit precautionary measures or the recovery measures under Article 12(2a) of Appendix IV, the requested authority shall notify the applicant authority thereof as soon as possible and in the event within one month of the receipt of notification referred to in Article 14(1).

Article 16

Any action contesting the claim or the instrument permitting its enforcement which is taken in the country in which the applicant authority is situated shall be notified to the requested authority in writing (e.g. by e-mail or fax) by the applicant authority immediately after it has been informed of such action.

Article 17

1. If the request for recovery and/or for the taking of precautionary measures becomes nugatory as a result of payment of the claim or of its cancellation or for any other reason, the applicant authority shall immediately inform the requested authority in writing (e.g. by e-mail or fax) so that the latter may stop any action which it has undertaken.
2. Where the amount of the claim which is the subject of the request for recovery and/or for the taking of precautionary measures is amended for any reason, the applicant authority shall immediately inform the requested authority in writing (e.g. by e-mail or fax).

If the amendment consists of a reduction in the amount of the claim, the requested authority shall continue the action which it has undertaken with a view to recovery and/or to the taking of precautionary measures, but that action shall be limited to the amount still outstanding. If, at the time the requested authority is informed of the reduction of the amount of the claim, the original amount has already been recovered by it but the transfer procedure referred to in Article 18 has not yet been initiated, the requested authority shall repay the amount overpaid to the person entitled thereto.

If the amendment consists of an increase in the amount of the claim, the applicant authority shall as soon as possible address to the requested authority an additional request for recovery and/or for the taking of precautionary measures. This additional request shall, as far as possible, be dealt with by the requested authority at the same time as the original request of the applicant authority. Where, in view of the state of progress of the existing procedure, the joinder of the additional request and the original request is not possible, the requested authority shall only be required to comply with the additional request if it concerns an amount not less than that referred to in Article 7 of Appendix IV.

3. To convert the amended amount of the claim into the currency of the country in which the requested authority is situated, the applicant authority shall use the exchange rate used in its original request.

Article 18

Any sum recovered by the requested authority, including, where applicable, the interest referred to in Article 9 (2) of Appendix IV, shall be the subject of a transfer to the applicant authority in the currency of the country in which the requested authority is situated. This transfer shall take place within one month of the date on which the recovery was effected.

However, if recovery measures applied by the requested authority are contested for a reason not falling within the responsibility of the country where the applicant authority is situated, the requested authority may wait to transfer any sums recovered in relation to the claims, until the dispute is settled, if the following conditions are simultaneously fulfilled:

- (a) The requested authority finds it likely that the outcome of this contestation will be favourable to the party concerned, and
- (b) The applicant authority has not declared that it will reimburse the sums already transferred if the outcome of that contestation is favourable to the party concerned.

Article 19

Irrespective of any amounts collected by the requested authority by way of interest referred to in Article 9 (2) of Appendix IV, the claim shall be deemed to have been recovered in proportion to the recovery of the amount expressed in the national currency of the country in which the requested authority is situated, on the basis of the exchange rate referred to in Article 13 (2).

TITLE VI

General and final provisions

Article 20

1. A request for assistance may be made by the applicant authority in respect of either a single claim or several claims where these are recoverable from one and the same person.
2. The information provided for in Annexes II, III and IV may be drawn up on plain paper by means of data processing systems provided that the resultant printouts comply with the format of the forms contained in the Annexes.

Article 21

Information and other particulars communicated by the requested authority to the applicant authority shall be made out in the official language or one of the official languages of the country in which the requested authority is situated.

ANNEX II
CONVENTION OF 20 MAY 1987 ON A COMMON TRANSIT PROCEDURE
(Article 4 of Appendix IV)

(Description of the applicant authority,
address, telephone, e-mail and bank account
numbers, etc.)

.....

.....

(Place and date of sending request)

.....

.....

(File reference of applicant authority)

To

.....

.....

(Name of the authority to whom the request is
sent, postbox, place, etc.)

.....

.....

.....

.....

(Space reserved for the authority to
whom the request is sent)

REQUEST FOR INFORMATION

I, the undersigned,

(name and official capacity)

acting as the agent duly authorized by the applicant authority indicated above, hereby request the following information to be obtained in accordance with Article 4 of Appendix IV to the Convention

Information relating to the person concerned ⁽¹⁾	Information relating to the claim(s)	Requested information
(a) Name and address Known (*) Assumed (*) (b) Other relevant information concerning the above person – principal debtor – co-debtor – third party holding assets	– Amount of the relevant claim or claims (including possible interest and costs) – Exact nature of the claim(s) – Other information	
	Other requested authorities	 (Signature) (Official stamp)

(*) delete as appropriate
⁽¹⁾ Natural or legal person

ANNEX III
CONVENTION OF 20 MAY 1987 ON A COMMON TRANSIT PROCEDURE
(Article 5 of Appendix IV)

(Description of the applicant authority,
address, telephone, e-mail and bank account
numbers, etc.)

.....

.....

(Place and date of sending request)

.....

.....

(File reference of applicant authority)

To

.....

.....

(Name of the authority to whom the request
is sent, postbox, place, etc.)

.....

.....

.....

.....

(Space reserved for the authority to
whom the request is sent)

REQUEST FOR NOTIFICATION

I, the undersigned,

.....

(name and official capacity)

acting as the agent duly authorized by the applicant authority indicated above, hereby request notification, pursuant to article 5 of Appendix IV to the Convention of the following instrument / decision (*).

Information relating to the person concerned ⁽¹⁾	Nature and subject of the instrument (or decision) to be notified	Information relating to the claim(s)	Other information
(a) Name and address { Known (*) Assumed (*) (b) Name and address of the principal debtor if different from addressee (c) Other information		– Amount of the claim(s) (including any interest and costs) – Exact nature of the claim(s) – Other information	
			 (Signature) (Official stamp)
(*) delete as appropriate (1) Natural or legal person			

CERTIFICATE

The undersigned hereby certifies:

- that the instrument/decision (*) attached to the request overleaf has been notified to the addressee referred to in the said request dated The notification was made in the following manner ⁽¹⁾ (*):

- that the instrument/decision (*) attached to the request overleaf was not to be notified to the addressee referred to in the said request for the following reasons (*):

.....
(Date)

.....
(Signature)

(Official stamp)

(*) Delete as appropriate.

⁽¹⁾ Indicate exactly whether the notification was made to the addressee in person or by another procedure.

ANNEX IV
CONVENTION OF 20 MAY 1987 ON A COMMON TRANSIT PROCEDURE
(Article 6 to 13 of Appendix IV)

(Description of the applicant authority,
address, telephone, e-mail and bank account
numbers, etc.)

.....

.....

(Place and date of sending request)

.....

.....

(File reference of applicant authority)

To

.....

.....

(Name of the authority to whom the request is
sent, postbox, place, etc.)

.....

.....

.....

.....

(Space reserved for the authority to
whom the request is sent)

REQUEST FOR RECOVERY/PRECAUTIONARY MEASURES TO BE TAKEN (*)

I, the undersigned,

.....
.....

(name and official capacity)

acting as the agent duly authorized by the applicant authority indicated above, hereby request:

- recovery of the following claim(s) covered by the attached unit of execution pursuant to Article 7 of Appendix IV to the Convention; the conditions of Article 7 (2) (a) and (b) are satisfied (*),
- precautionary measures to be taken, pursuant to Article 13 of Appendix IV to the Convention in respect of the person mentioned below concerning the claim(s) covered by the attached unit of execution; I attach hereto a statement of the reasons for this request (*)

Information relating to the person concerned ⁽¹⁾	Information relating to the claim(s)				
	Exact nature of the claim(s)	Amount expressed in the currency of the country in which the applicant authority is situated	Amount expressed in the currency of the country in which the requested authority is situated	Rate of exchange used	Other information
(a) Name and address { Known (*) / Assumed (*) (b) Other relevant information: – principal debtor – co-debtor – third party holding assets		Amount of principal ⁽²⁾			Date on which enforcement becomes possible Period of limitation Assets of the debtor held by a third party
		Amount of interest up to the date of signature of this document ⁽²⁾			
		Amount of costs up to the date of signature of this document ⁽²⁾			
		Total			
Details of documents attached					
(*) Delete as appropriate (1) Natural or legal person (2) Where the unit of execution is general, indicate the amounts of the different claims					

2.