

	Instruction for import declaration
Principal	:
Phone Number	:
Contact person	:
Your reference	:
Date	:
Type of declaration In case of temporary importation: exp	: ected re-exportation (date) :
Importer	Fiscale representation – actual consignee (if other than the importer)
o Name :	:
 Contact person : 	:
o Address :	:
o Place :	:
o Country :	:
o VAT :	:
o EORI :	:
	se complete power of attorney Direct Representation s) and add copy passport + extraction Chamber of Commerce. If applicable, of attorney Fiscal Representation
Exporter	
o Name	:
 Address 	:
o Place	:
 Country 	:
 EORI (if applicable) 	:
Previous customs procedure	
Country of origin (!)	
Country of shipment	
Country of destination	
Commodity description	
Harmonised tariff code(s) (10 digits)	:
`,`	te on invoice which items are to be declared under which HS
Number & type of colli	:
Gross weight	•
Net weight	:
Invoice value	:
Container number(s)	:
ETA	:
Incoterms	
Freight charges outside EU	•
Freight charges inside EU	
Insurance	:
Reduction import duties	:
BTI available	:
Charial remarks	
Special remarks Mail document to	

The services of the Customs Support Group are subject to the General Terms and Conditions of Customs Support. Also, the General Belgian Forwarding Conditions apply, as published in the Annexes to the Belgian Official Gazette of 24 June 2005 under number 0090237. The conditions contain exceptions and limitations of liability and choice of case law and powers. (www.customssupport.com).



Documents to add

- Commercial invoice
- Packing list
- Previous customs procedure
- Proof of reduction import duties (ATR/EUR1/...)
- BTI (if available)
- Contract Direct Representation
- Contract Fiscal Representation
- Other: