



UKNATACO

UK National ATA Carnet Organisation



HOW TO USE THIS ATA CARNET

Inform the Chamber if there are any inaccuracies on the Carnet.
Contact details are on the reverse of the Carnet.

SCAN FOR
INSTRUCTIONS



Carnet Holder (signatory of the company listed in Box A) must take the following steps **before the Carnet is used**:

HOLDERS FLYING WITH GOODS

- 1 Holder must sign Box J on the Front Cover
- 2 Make sure each Voucher contains a List of Goods on the reverse (make photocopies of the list if required)
- 3 If the person travelling with the goods is NOT named in Box B of the Carnet, prepare a Letter of Authorisation¹
- 4 **Leaving UK:** Complete Section F on Exportation Voucher (see overleaf for further info)
- 5 Present the goods and the Carnet to HMRC before checking the goods in
- 6 **Importation into country of temporary admission:** on arrival to the destination – complete Section F of the Importation Voucher (see overleaf for further info)
- 7 Go to the Red channel and declare the goods to Customs
- 8 **Leaving country of temporary admission:** on exit from country of temporary admission - Complete Section F of Re-exportation Voucher (see overleaf for further info) and present to foreign Customs before checking the goods in with airline
- 9 **Returning to UK:** complete section F of Re-importation Voucher (see overleaf for further info) and present the goods and Carnet at the Red Channel

Host Customs may impose a time limit for re-exportation, in section 2 of the Importation or Transit Counterfoil, that may be less than the overall validity of the Carnet. **Failing to re-export goods within the time limit will result in charges.** Speak to host Customs to get an extension

GOODS BEING DRIVEN ACROSS THE BORDER

- 1 Holder must sign Box J on the Front Cover
- 2 Make sure each Voucher contains a List of Goods on the reverse (make photocopies of the list if required)
- 3 If the person travelling with the goods is NOT named in Box B of the Carnet, prepare a Letter of Authorisation¹
- 4 **Leaving UK:** Complete Section F on Exportation Voucher (see overleaf for further info)
- 5 Pre-notify Borderforce using the **IBF App** (scan the QR code)

IBF APP



- 6 **Obtain GMR²** - if you're travelling via freight route or have a mixed consignment (i.e. Carnet goods and non-Carnet goods). *Contact your issuing Chamber for more information on GMRs.*
- 7 **Leaving UK:** go to IBF (Stop 24 for Cars and Vans - other IBFs for larger vehicles) – complete Section F of the Exportation Voucher (see overleaf for further info) and present to Borderforce
- 8 **Importation into country of temporary admission:** on arrival to the destination – complete Section F of the Importation Voucher (see overleaf for further info) and present to foreign Customs. *If passing through another Carnet country en-route to your destination, you may have to complete a Transit Voucher instead³. Bear in mind that you may need additional declaration for the country of visit i.e. PBS for Ireland etc.*
- 9 **Leaving country of temporary admission:** on exit from country of temporary admission - Complete Section F of Re-exportation Voucher (see overleaf for further info) and present to foreign Customs¹ *If passing through another Carnet country en-route to your destination, you may have to complete a Transit Voucher instead³*
- 10 **Returning to UK:** complete section F of Re-importation Voucher (see overleaf for further info)¹ and present the goods and Carnet at the IBF (Stop 24 for cars and vans - other sites for larger vehicles)

ADDITIONAL REQUIREMENTS

LETTER OF AUTHORISATION

Is required when the person travelling with the goods is not listed in Box B of the Front Cover. The letter must state the full name of the person that will use the Carnet and be signed by the person that signed Box J on the Front Cover. If the goods are shipped by Haulier the letter should be prepared as usual but the name of the driver can be added (by the Haulier) once the driver is known.

GMR

Is required for all UK Customs offices for vehicles using freight route at roro ports and vehicles transporting goods under transport contract. GMR is required in both directions i.e. exiting UK and returning to UK. PRIVATE CARS AND VANS driven by the owner / company employee only need a GMR when returning via Calais Euroshuttle / Eurotunnel port as Carnets are processed at the Freight Terminal when exiting France (GMR is essential to gain access to freight terminal). PBN is the Irish equivalent of GMR and is mandatory for movements to Ireland. Refer to section 4.3 of the UKNataco FAQs for further info:

PERMITS AND DECLARATIONS

ATA Carnet is not a substitute for usual Customs documentation such as permits or certificates (i.e. Export License, Cites etc). Any such documents will need to be obtained before your goods are temporarily exported on a Carnet. Goods travelling as Freight must also have relevant Customs declarations both in the UK and abroad (Carnet is referenced as the guarantee in such declarations).

VOUCHERS TO BE COMPLETED FOR THE BF / HMRC

EXPORTATION VOUCHER (export from the UK)

A.T.A. CARNET CARNET A.T.A.

E X P O R T A T I O N	A. HOLDER AND ADDRESS / Titulaire et adresse	G. FOR ISSUING ASSOCIATION USE / Révisé à l'association émettrice EXPORTATION VOUCHER No. Volet d'exportation N°: a) CARNET No. / Carnet N°: GB/LO
	B. REPRESENTED BY* / Représenté par*	b) ISSUED BY / Délivré par LONDON CHAMBER OF COMMERCE AND INDUSTRY 33 QUEEN STREET, LONDON EC4R 1AP
	C. INTENDED USE OF GOODS / Utilisation prévue des marchandises	c) VALID UNTIL / Valable jusqu'au year / année / month / mois / day (inclusive) / jour (inclus)
	D. MEANS OF TRANSPORT* / Moyens de transport*	H. CLEARANCE ON EXPORTATION / Débouanement à l'exportation a) The goods referred to in the above declaration have been exported / Les marchandises faisant l'objet de la déclaration ci-contre ont été exportées b) Final date for duty-free re-importation / Date limite pour la réimportation en franchise: year / année / month / mois / day (inclusive) / jour (inclus)
	E. PACKAGING DETAILS (Number, Kind, Marks, etc.)* / Détail d'emballage (nombre, nature, marques, etc.)*	c) This voucher must be forwarded to the Customs Office at* / Le présent volet devra être transmis au bureau de douane de* d) Other remarks* / Autres mentions* At / A Customs office / Bureau de douane
	F. TEMPORARY EXPORTATION DECLARATION / Déclaration d'exportation temporaire I. duly authorised: / Je soussigné, dûment autorisé: a) declare that I am temporarily exporting the goods enumerated in the list overleaf and described in the General List under Item No(s) / Je déclare exporter temporairement les marchandises énumérées à la liste figurant au verso et reprises à la liste générale des marchandises sous le(s) N°(s) b) undertake to re-import the goods within the period stipulated by the Customs Office or regularize their status in accordance with the laws and regulations of the country/Customs territory of importation / m'engage à réimporter ces marchandises dans le délai fixé par le bureau de douane ou à régulariser leur situation selon les lois et règlements du pays/territoire douanier d'importation c) confirm that the information given is true and complete / certifie justes et complètes les indications portées sur le présent volet	Place / Lieu Date (year/month/day) / Date (année/mois/jour) Signature X Signature

*If applicable / *S'il y a lieu

RE-IMPORTATION VOUCHER (returning to UK)

A.T.A. CARNET CARNET A.T.A.

R E I M P O R T A T I O N	A. HOLDER AND ADDRESS / Titulaire et adresse	G. FOR ISSUING ASSOCIATION USE / Révisé à l'association émettrice RE-IMPORTATION VOUCHER No. Volet de réimportation N°: a) CARNET No. / Carnet N°: GB/LO
	B. REPRESENTED BY* / Représenté par*	b) ISSUED BY / Délivré par LONDON CHAMBER OF COMMERCE AND INDUSTRY 33 QUEEN STREET, LONDON EC4R 1AP
	C. INTENDED USE OF GOODS / Utilisation prévue des marchandises	c) VALID UNTIL / Valable jusqu'au year / année / month / mois / day (inclusive) / jour (inclus)
	D. MEANS OF TRANSPORT* / Moyens de transport*	H. CLEARANCE ON RE-IMPORTATION / Débouanement à la réimportation a) The goods referred to in paragraph F. a) and b) of the holder's declaration have been re-imported / Les marchandises visées au paragraphe F. a) et b) de la déclaration ci-contre ont été réimportées b) This voucher must be forwarded to the Customs Office at* / Le présent volet devra être transmis au bureau de douane de* c) Other remarks* / Autres mentions* At / A Customs office / Bureau de douane
	E. PACKAGING DETAILS (Number, Kind, Marks, etc.)* / Détail d'emballage (nombre, nature, marques, etc.)*	F. RE-IMPORTATION DECLARATION / Déclaration de réimportation temporaire I. duly authorised: / Je soussigné, dûment autorisé: a) declare that the goods enumerated in the list overleaf and described in the General List under Item No(s) / Je déclare que les marchandises énumérées à la liste figurant au verso et reprises à la liste générale des marchandises sous le(s) N°(s) were temporarily exported under cover of exportation voucher(s) No(s) / ont été exportées temporairement sous le couvert du (des) volet(s) d'exportation N°(s) request duty-free re-importation of the said goods / demande la réimportation en franchise de ces marchandises b) declare that the said goods have NOT undergone any process abroad, except for those described under No(s) / Je déclare que lesdites marchandises n'ont subi aucun traitement à l'étranger, sauf celles énumérées sous le(s) N°(s) c) declare that goods of the following Item No(s), have not been re-imported* / Je déclare que les marchandises reprises sous le(s) N°(s) suivant(s): d) confirm that the information given is true and complete / certifie justes et complètes les indications portées sur le présent volet
	F. TEMPORARY EXPORTATION DECLARATION / Déclaration d'exportation temporaire I. duly authorised: / Je soussigné, dûment autorisé: a) declare that the goods enumerated in the list overleaf and described in the General List under Item No(s) / Je déclare exporter temporairement les marchandises énumérées à la liste figurant au verso et reprises à la liste générale des marchandises sous le(s) N°(s) b) undertake to re-import the goods within the period stipulated by the Customs Office or regularize their status in accordance with the laws and regulations of the country/Customs territory of importation / m'engage à réimporter ces marchandises dans le délai fixé par le bureau de douane ou à régulariser leur situation selon les lois et règlements du pays/territoire douanier d'importation c) confirm that the information given is true and complete / certifie justes et complètes les indications portées sur le présent volet	Place / Lieu Date (year/month/day) / Date (année/mois/jour) Signature X Signature

*If applicable / *S'il y a lieu

1. Completed by carnet holder – items exported from the UK*
2. Endorsement by HMRC (HMRC will keep the voucher)**
3. Signature by the holder or the representative**

1. Completed by carnet holder – items re-imported into the UK*
2. Endorsement by HMRC (HMRC will keep the voucher)**
3. Signature by the holder or the representative**

*For partial shipments, enter specific items only + ensure that customs record the same numbers on the counterfoils

**If the representative is not named in box B of the voucher, they must hold a letter of authorisation from the holder

***HMRC must also endorse box H of the front cover if this is the first time the carnet has been used

VOUCHERS TO BE COMPLETED FOR THE FOREIGN CUSTOMS

IMPORTATION VOUCHER (import into destination country)

A.T.A. CARNET		CARNET A.T.A.	
I M P O R T A T I O N	A. HOLDER AND ADDRESS / Titulaire et adresse	G. FOR ISSUING ASSOCIATION USE / Réservé à l'association émettrice IMPORTATION VOUCHER No. Volet d'importation N°:	
	B. REPRESENTED BY* / Représenté par*	a) CARNET No. Carnet N°	b) ISSUED BY / Délivré par LONDON CHAMBER OF COMMERCE AND INDUSTRY 33 QUEEN STREET, LONDON EC4R 1AP
	C. INTENDED USE OF GOODS / Utilisation prévue des marchandises	a) CARNET No. Carnet N°	b) ISSUED BY / Délivré par LONDON CHAMBER OF COMMERCE AND INDUSTRY 33 QUEEN STREET, LONDON EC4R 1AP
	D. MEANS OF TRANSPORT* / Moyens de transport*	c) VALID UNTIL / Valable jusqu'au year / month / day (inclusive) année / mois / jour (inclus)	c) VALID UNTIL / Valable jusqu'au year / month / day (inclusive) année / mois / jour (inclus)
	E. PACKAGING DETAILS (Number, Kind, Marks, etc.)[*] Detail d'emballage (nombre, nature, marques, etc.) [*]	H. CLEARANCE ON IMPORTATION / Dédouanement à l'importation a) The goods referred to in the above declaration have been temporarily imported / Les marchandises faisant l'objet de la déclaration ci-contre ont été importées temporairement. b) Final date for re-exportation / production to Customs [*] Date limite pour la réexportation / la représentation à la douane [*] year / month / day (inclusive) année / mois / jour (inclus)	H. CLEARANCE ON IMPORTATION / Dédouanement à l'importation a) The goods referred to in the above declaration have been temporarily imported / Les marchandises faisant l'objet de la déclaration ci-contre ont été importées temporairement. b) Final date for re-exportation / production to Customs [*] Date limite pour la réexportation / la représentation à la douane [*] year / month / day (inclusive) année / mois / jour (inclus)
	F. TEMPORARY IMPORTATION DECLARATION Déclaration d'importation temporaire I, duly authorised: / Je soussigné, dûment autorisé:	c) Registered under reference No. [*] / Enregistré sous le No. [*] d) Other remarks: [*] / Autres mentions: [*]	c) Registered under reference No. [*] / Enregistré sous le No. [*] d) Other remarks: [*] / Autres mentions: [*]
a) declare that I am temporarily importing in compliance with the conditions laid down in the laws and regulations of the country / Customs territory of importation, the goods enumerated in the list overleaf and described in the General List under item No(s). / Je déclare importer temporairement, dans les conditions prévues par les lois et règlements du pays / territoire douanier d'importation, les marchandises énumérées à la liste figurant au verso et reprises à la liste générale sous le(s) N°(s).	At / A Customs office / Bureau de douane	At / A Customs office / Bureau de douane	
b) declare that the said goods are intended for use as declared / Je déclare que les marchandises sont destinées à être utilisées à	FOREIGN CUSTOMS STAMP 01 January 2023 Signature and Stamp Signature et timbre	FOREIGN CUSTOMS STAMP 01 January 2023 Signature and Stamp Signature et timbre	
c) undertake to comply with these laws and regulations and to re-export the said goods within the period stipulated by the Customs Office or regularize their status in accordance with the laws and regulations of the country / Customs territory of importation / m'engage à observer ces lois et règlements et à réexporter ces marchandises dans les délais fixés par le bureau de douane ou à régulariser leur situation selon les lois et règlements du pays / territoire douanier d'importation.	Place Lieu	Place Lieu	
d) confirm that the information given is true and complete / certifie justes et complètes les indications portées sur le présent volet	Date (year / month / day) Date (année / mois / jour)	Date (year / month / day) Date (année / mois / jour)	
Signature X	Name Nom	Name Nom	
Signature	Signature X	Signature	

RE-EXPORTATION VOUCHER (leaving the country of visit)

A.T.A. CARNET		CARNET A.T.A.	
R E E X P O R T A T I O N	A. HOLDER AND ADDRESS / Titulaire et adresse	G. FOR ISSUING ASSOCIATION USE / Réservé à l'association émettrice RE-EXPORTATION VOUCHER No. Volet de réexportation N°:	
	B. REPRESENTED BY* / Représenté par*	a) CARNET No. Carnet N°	b) ISSUED BY / Délivré par LONDON CHAMBER OF COMMERCE AND INDUSTRY 33 QUEEN STREET, LONDON EC4R 1AP
	C. INTENDED USE OF GOODS / Utilisation prévue des marchandises	a) CARNET No. Carnet N°	b) ISSUED BY / Délivré par LONDON CHAMBER OF COMMERCE AND INDUSTRY 33 QUEEN STREET, LONDON EC4R 1AP
	D. MEANS OF TRANSPORT* / Moyens de transport*	c) VALID UNTIL / Valable jusqu'au year / month / day (inclusive) année / mois / jour (inclus)	c) VALID UNTIL / Valable jusqu'au year / month / day (inclusive) année / mois / jour (inclus)
	E. PACKAGING DETAILS (Number, Kind, Marks, etc.)[*] Detail d'emballage (nombre, nature, marques, etc.) [*]	H. CLEARANCE ON RE-EXPORTATION / Dédouanement à la réexportation a) The goods referred to in paragraph F. a) of the holder's declaration have been re-exported [*] / Les marchandises visées au paragraphe F. a) de la déclaration ci-contre ont été réexportées [*] b) Action taken in respect of goods produced but not re-exported [*] / Mesures prises à l'égard des marchandises représentées mais non réexportées: [*] c) Action taken in respect of goods NOT produced and NOT intended for later re-exportation [*] / Mesures prises à l'égard des marchandises non représentées et non destinées à une réexportation ultérieure: [*]	H. CLEARANCE ON RE-EXPORTATION / Dédouanement à la réexportation a) The goods referred to in paragraph F. a) of the holder's declaration have been re-exported [*] / Les marchandises visées au paragraphe F. a) de la déclaration ci-contre ont été réexportées [*] b) Action taken in respect of goods produced but not re-exported [*] / Mesures prises à l'égard des marchandises représentées mais non réexportées: [*] c) Action taken in respect of goods NOT produced and NOT intended for later re-exportation [*] / Mesures prises à l'égard des marchandises non représentées et non destinées à une réexportation ultérieure: [*]
	F. RE-EXPORTATION DECLARATION Déclaration de réexportation I, duly authorised: / Je soussigné, dûment autorisé:	d) Registered under reference No. [*] / Enregistré sous le No. [*] e) This voucher must be forwarded to the Customs Office at: [*] Le présent volet devra être transmis au bureau de douane de: [*]	d) Registered under reference No. [*] / Enregistré sous le No. [*] e) This voucher must be forwarded to the Customs Office at: [*] Le présent volet devra être transmis au bureau de douane de: [*]
a) declare that I am re-exporting the goods enumerated in the list overleaf and described in the General List under item No(s). / Je déclare réexporter les marchandises énumérées à la liste figurant au verso et reprises à la liste générale des marchandises sous le(s) N°(s).	At / A Customs office / Bureau de douane	At / A Customs office / Bureau de douane	
b) declare that goods produced against the following item No(s), are not intended for re-exportation: declare que les marchandises non représentées et reprises sous le(s) N°(s) suivant(s) ne sont pas destinées à la réexportation.	FOREIGN CUSTOMS STAMP 01 January 2023 Signature and Stamp Signature et timbre	FOREIGN CUSTOMS STAMP 01 January 2023 Signature and Stamp Signature et timbre	
c) declare that goods of the following item No(s), not produced, are not intended for re-exportation: declare que les marchandises non représentées et reprises sous le(s) N°(s) suivant(s) ne seront pas réexportées ultérieurement.	Place Lieu	Place Lieu	
d) in support of this declaration, present the following documents / présente à l'appui de mes déclarations les documents suivants:	Date (year / month / day) Date (année / mois / jour)	Date (year / month / day) Date (année / mois / jour)	
e) confirm that the information given is true and complete / certifie justes et complètes les indications portées sur le présent volet	Name Nom	Name Nom	
Signature X	Signature X	Signature	

- Completed by carnet holder – items imported* + intended use
- Endorsement by foreign customs (foreign customs will keep the Voucher)
- Signature by the holder or the representative**

- Completed by carnet holder – items re-exported*
- Endorsement by foreign customs (customs keep the Voucher)
- Signature by the holder or the representative***

*For partial shipments, enter specific items only + ensure that customs record the same numbers on the counterfoils

**If the representative is not named in box B of the voucher, they must hold a letter of authorisation from the holder

***If the representative is not named in box B of the voucher, they must hold a letter of authorisation from the holder

The background is a solid dark blue color. It features several large, overlapping, organic shapes in various shades of blue, ranging from a very light, almost white blue to a deep navy blue. These shapes are curved and fluid, creating a sense of movement and depth. The shapes are layered, with some appearing in front of others, creating a 3D effect.

UKNATACO

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