

# UK DIGITAL CARNET PILOT - PROCESSING GUIDE FOR BORDER FORCE (5.24)

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## OVERVIEW

ATA Carnet Digital Pilot will involve processing digital and paper Carnets in tandem. This guide provides guidance on processing of both paper and digital Carnets (digital Carnets can only be processed at [pilot sites](#)) **Note – digital Carnets are processed for TEST PURPOSES only. Paper Carnets will remain the only legally binding form of ATA Carnet until Q3 2025 when contracting parties start transitioning to digital Carnets**

## LOGGING INTO THE CUSTOMS PORTAL – PILOT AND TEST TRANSACTIONS

Officers can use the same Customs App for both testing and processing pilot transactions (Officers must, however, select the correct office):



### LIVE PILOT TRANSACTIONS (TO BE PROCESSED ALONGSIDE PAPER CARNETS)

URL:

Username:

Password:

Customs Office: Select your office / team \*

Carnet ID/Number	<input type="text" value="120001"/>	 
Transaction code	<input type="text" value="PNH4CHCP4W45Y"/>	
Officer	<input type="text" value="GB Customs"/>	
Customs office	<input type="text" value="LHR Passenger Golf 1"/>	

**ENSURE THAT YOU HAVE SELECTED THE CORRECT OFFICE WHEN PROCESSING LIVE TRANSACTIONS**

Instructions on how to use the Customs Portal can accessed [HERE](#) (this will open a video)

**NOTE 1** – during the pilot, Carnet transactions will be available via QR code on Trader's mobile phone. If scanner is not available, the Officer can use the Transaction code shown underneath the QR code. Each transaction will have a unique Transaction code and will be specific to that declaration only.

**NOTE 2** – for sites where public does not have access to BF, Holder will enclose a printed version of the QR code alongside their paper Carnet

**NOTE 3\*** - Please contact Mohibur Rahman (HMRC) if your Customs office is missing from the dropdown [mohibur.rahman@hmrc.gov.uk](mailto:mohibur.rahman@hmrc.gov.uk)




**TEST TRANSACTIONS** (TO BE USED TO SIMULATE DIGITAL CARNET TRANSACTIONS / FOR PRACTICE PURPOSES)

URL:

Username:

Password:

Customs Office: select Test Customs Office

Carnet ID/Number	<input type="text" value="120001"/>	 
Transaction code	<input type="text" value="PNH4CHCP4W45Y"/>	
Officer	<input type="text" value="GB Customs"/>	
Customs office	<div><input type="text" value="Test Customs Office - use this for testing the app"/> </div>	

**ENSURE THAT YOU HAVE SELECTED THE TEST CUSTOMS OFFICE WHEN PROCESSING TEST TRANSACTIONS**

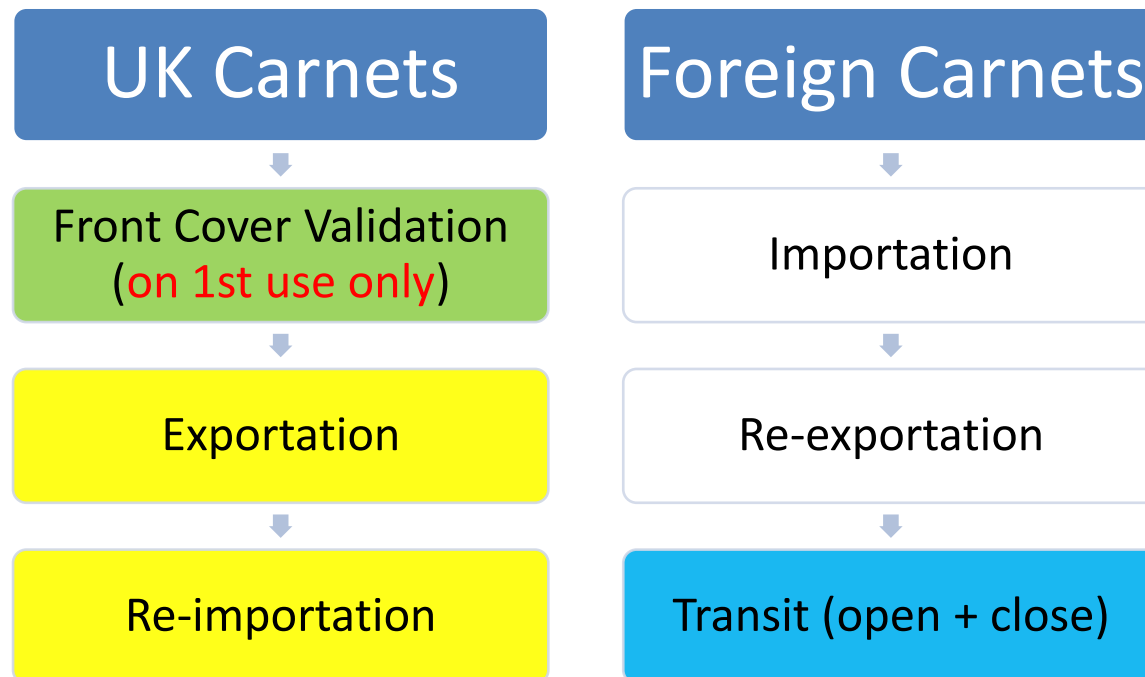
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Officers should contact [d.mckinley@uknataco.co.uk](mailto:d.mckinley@uknataco.co.uk) to request QR codes for test transactions

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## TRANSACTIONS APPLICABLE TO UK AND FOREIGN ISSUED CARNETS

BF will be processing UK and foreign issued ATA Carnets.



**Note 1**– It is recommended that the paper Carnet is endorsed first. Digital Carnet should be processed after the paper Carnet

**Note 2**– Current procedures in place for processing paper Carnets remain unchanged (detaching Vouchers, notifying other teams etc)

## PROCESSING UK CARNETS – VALIDATION (OR ACTIVATION)

1. Validate the paper Carnet Front Cover if this hasn't been done already (validation / activation is only done on the first use)

Issuing Association / Association émettrice		A.T.A. CARNET / CARNET A.T.A. FOR TEMPORARY ADMISSION OF GOODS POUR L'ADMISSION TEMPORAIRE DES MARCHANDISES		INTERNATIONAL GUARANTEE CHAIN CHAÎNE DE GARANTIE INTERNATIONALE
A T A C A R N E T	A. HOLDER AND ADDRESS / Titulaire et adresse <b>CARNET HOLDER – COMPANY RESPONSIBLE FOR PAYMENT OF DUTY</b>		G. FOR ISSUING ASSOCIATION USE / Réservé à l'association émettrice FRONT COVER / Couverture	
	B. REPRESENTED BY* / Représenté par* <b>PERSONS AUTHORISED TO SIGN VOUCHERS / DECLARATIONS</b>		a) CARNET No. Carnet N° Number of continuation sheets: Nombre de feuilles supplémentaires:	
	C. INTENDED USE OF GOODS / Utilisation prévue des marchandises <b>INTENDED USE FOR GOODS</b>		b) ISSUED BY / Délivré par <b>ISSUING BODY (GUARANTOR)</b>	
	D. VALID UNTIL / Valable jusqu'au year / année / month / mois / day (inclusive) / jour (inclus)		c) VALID UNTIL / Valable jusqu'au year / année / month / mois / day (inclusive) / jour (inclus)	
<p>P. This Carnet may be used in the following countries / Customs territories under the guarantee of the associations listed on page four of the cover: / Ce carnet est valable dans les pays/territoires douaniers ci-après, sous la garantie des associations reprises en page quatre de la couverture: <b>EUROPEAN UNION - UNITED KINGDOM (GB) and:</b></p> <p><b>COUNTRIES CARNET IS VALID FOR</b></p> <p>● THIS DOCUMENT MUST BE RETURNED TO THE ISSUING OFFICE AFTER USE. (Remember to photocopy pages 2,3 and 4 for your own protection in the event of it subsequently going missing.)</p> <p>The holder of this Carnet and his representative will be held responsible for compliance with the laws and regulations of the country / Customs territory of departure and the countries / Customs territories of importation. / A charge pour le titulaire et son représentant de se conformer aux lois et règlements du pays / territoire douanier de départ et des pays / territoires douaniers d'importation.</p>				
H. CERTIFICATE BY CUSTOMS AT DEPARTURE Attestation de la douane, au départ		I. Signature of authorised official and Issuing Association stamp / Signature du délégué et timbre de l'association émettrice		
a) Identification marks have been affixed as indicated in column 7 against the following items No(s). of the General List Apposé les marques d'identification mentionnées dans la colonne 7 en regard du (des) numéro(s) d'ordre suivant(s) de la liste générale		<b>ISSUING BODY STAMP + SIGNATURE</b>		
b) GOODS EXAMINED* / Vérifié les marchandises* Yes / Oui No / Non		Place and Date of Issue (year/month/day) Lieu et date d'émission (année/mois/jour)		
c) Registered under Reference No.* Enregistré sous le numéro*		<b>HOLDER SIGNATURE</b>		
d) _____		X. _____ Signature of Holder / Signature du titulaire		

\*If applicable / \*S'il y a lieu

Officer checks the Front Cover and the General List to ensure there are no discrepancies

**NOTE 1** – ensure Box J has been signed by the Holder

**NOTE 2** – ensure that the person submitting the Carnet for endorsement is duly authorized by the Holder (either mentioned in Box B of the Carnet or on the Letter of Authorization signed by the Holder or a Director of the company. If the person is named in Box B of the Carnet – then they do NOT require a Letter of Authorization).

**NOTE 3** – in case of partial export, not all items may be presented

H. CERTIFICATE BY CUSTOMS AT DEPARTURE Attestation de la douane, au départ		I. Sign. Assoc timbr
a) Identification marks have been affixed as indicated in column 7 against the following items No(s). of the General List Apposé les marques d'identification mentionnées dans la colonne 7 en regard du (des) numéro(s) d'ordre suivant(s) de la liste générale		
b) GOODS EXAMINED* / Vérifié les marchandises* Yes / Oui No / Non		
c) Registered under Reference No.* Enregistré sous le numéro*		
d) DOVER WEST 20/03/24		

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

**Step 1:**  
Scan the transaction QR code provided by the carnet holder/representative or enter manually corresponding data in the form below

Carnet ID/Number

Transaction code

Officer

Customs office

Next >

**Last transactions**

Carnet ID	Carnet number	Type	Time	Declared goods	Declared goods as not re-exported
28	ZZNEVEREXPIRE1	Exportation	12/06/2019 14:39	1-22	Cancel
28	ZZNEVEREXPIRE1	Validation	12/06/2019 14:18	1-26	Cancel

1

Officer clicks on the barcode to open the scanner

**NOTE 1** – if scanner is not available, Carnet number and Transaction Code can be typed into the Customs Portal. Carnet ID is shown above the QR code / transaction type (i.e. 951 in the screenshot below). Transaction Code is below the QR Code.

**NOTE 2** – for sites with no public access to BF, Trader will submit a printed barcode

951 - GBLOFINALFATA

**Activation**



Transaction code  
**AJA7F3HA9CB4GJTAF**

Verification code

2

Officer scans the barcode from the Trader's phone and clicks on the "Next" button

**NOTE 1** – for sites with no public access to BF, Trader will submit a printed barcode

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 2:  
Check carnet data and validity

CARNET ID : 28 CARNET NUMBER : ZZNEVEREXPIRE1 VALID UNTIL : 31/12/2999		VALIDATION	
Holder	Web Expert sàrl Puits-Godet 6 2000 Neuchatel CH	Carnet ID : 28 Carnet number : ZZNEVEREXPIRE1 Type : ATA Issued by : Any Issuing Association 1, My Street 1234 My City ZZ	
Representatives	Smith David Puits-Godet 6 2000 Neuchatel CH Cameron John Puits-Godet 6 2000 Neuchatel CH	Valid until : 31/12/2999 Items number : 26 Total value : USD 3,152.00 Total weight : Intended use : Other	

<< Previous step
Next step >>

> General list  
> History

3

Officer checks that the details shown in the app match the Green Front Cover of the paper Carnet

4

Officer clicks on Next Step

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 3:  
Check goods and put identification marks if required

CARNET ID : 28 CARNET NUMBER : ZZNEVEREXPIRE1 VALID UNTIL : 31/12/2999		VALIDATION					
Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	KG	SN 123456
3	1	Article 2	ZZ	45.00	43.00	KG	
4 - 8	5	Article 3	ZZ	24.00	15.00	KG	
9 - 20	12	Article 4	ZZ	12.00	120.00	KG	Weight =12kg
21	1	Article 5	ZZ	34.00	34.00	KG	
22	1	Article 6	ZZ	2,547.00	14.00	KG	
23 - 26	4	Article 7	ZZ	4.00	1,177.00	KG	
<b>Total</b>	<b>26</b>			<b>2,789.00</b>	<b>1,404.00</b>		

<< Previous step
Next step >>

> General list  
> History

5

Officer checks the goods and enters remarks (if applicable)

**NOTE 1** – this can be used to note down observations i.e. serial number or weight discrepancies etc

6

Officer clicks on Next Step

CARNET ID : 28 CARNET NUMBER : ZZNEVEREXPIRE1 VALID UNTIL : 31/12/2999				VALIDATION			
Customs Office		London Heathrow					
Officer		GB Customs					
Goods Examined		<input checked="" type="radio"/> No <input type="radio"/> Yes					
Customs reference number		<input type="text"/>					
Customs remarks		<div style="border: 1px solid #ccc; height: 30px;"></div>					
Declared goods							
Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	KG	SN 123456
3	1	Article 2	ZZ	45.00	43.00	KG	
4 - 8	5	Article 3	ZZ	24.00	15.00	KG	
9 - 20	12	Article 4	ZZ	12.00	120.00	KG	Weight =12kg
21	1	Article 5	ZZ	34.00	34.00	KG	
22	1	Article 6	ZZ	2,547.00	14.00	KG	
23 - 26	4	Article 7	ZZ	4.00	1,177.00	KG	
<b>Total</b>	<b>26</b>			<b>2,789.00</b>	<b>1,404.00</b>		
<a href="#">&lt;&lt; Previous step</a>		<a href="#" style="background-color: #17a2b8; color: white; padding: 5px 10px; border-radius: 3px;">Commit</a>					


7

Officer states whether the goods have been inspected and enters remarks / comments (if applicable)

*NOTE 1 - Customs Remarks field can be used to indicate that the Holder has presented a split consignment i.e. "Items 1-20 and 22-26 were presented only"*

8

Officer clicks on Commit

CARNET ID : 28 CARNET NUMBER : ZZNEVEREXPIRE1 VALID UNTIL : 31/12/2999				VALIDATION			
Customs Office		London Heathrow					
Officer		GB Customs					
Verification code		AL73RRBPFCEJLLV					
► In case of disagreement, enter the cancellation code provided by holder/representative to cancel the transaction and rollover		Verification QR Code 					
Declared goods							
Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	KG	SN 123456
3	1	Article 2	ZZ	45.00	43.00	KG	
4 - 8	5	Article 3	ZZ	24.00	15.00	KG	
9 - 20	12	Article 4	ZZ	12.00	120.00	KG	Weight =12kg
21	1	Article 5	ZZ	34.00	34.00	KG	
22	1	Article 6	ZZ	2,547.00	14.00	KG	
23 - 26	4	Article 7	ZZ	4.00	1,177.00	KG	
<b>Total</b>	<b>26</b>			<b>2,789.00</b>	<b>1,404.00</b>		
<a href="#" style="background-color: #17a2b8; color: white; padding: 5px 10px; border-radius: 3px;">Print receipt</a>		<a href="#" style="background-color: #17a2b8; color: white; padding: 5px 10px; border-radius: 3px;">New transaction</a>					

9

10

Officer can cancel the transaction by asking the Trader for the Cancellation Code

*NOTE 1 – if transaction is cancelled, then the Trader would need to prepare another Validation QR Code and steps 1-8 would have to be repeated*

*NOTE 2 –Officer can print the simulated Front Cover (if required) by clicking on Print Receipt*

CLICK ON NEXT TRANSACTION TO PROCESS EXPORTATION



## PROCESSING UK CARNETS – EXPORTATION

1. Process the Exportation Voucher and matching Counterfoil. Make sure the Voucher has been signed by the declarant and no of pieces exported are stated in F(a). BF will detach the Voucher and send to NCU. *Ensure that correct items are declared, especially for partial consignments.*

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

<b>EXPORTATION</b>	<b>A. HOLDER AND ADDRESS / Titulaire et adresse</b>	<b>G. FOR ISSUING ASSOCIATION USE / Réservé à l'association émettrice</b> EXPORTATION VOUCHER No. Volet d'exportation N°:
	<b>B. REPRESENTED BY * / Représenté par *</b>	<b>a) CARNET No.</b> Carnet N° <b>GB/LO</b>
	<b>C. INTENDED USE OF GOODS / Utilisation prévue des marchandises</b>	<b>b) ISSUED BY / Délivré par</b> <b>LONDON CHAMBER OF COMMERCE AND INDUSTRY</b> 33 QUEEN STREET, LONDON EC4R 1AP
	<b>D. MEANS OF TRANSPORT * / Moyens de transport *</b>	<b>c) VALID UNTIL / Valable jusqu'au</b> year / month / day (inclusive) année / mois / jour (inclus)
<b>E. PACKAGING DETAILS (Number, Kind, Marks, etc.) * Détail d'emballage (nombre, nature, marques, etc.) *</b>	<b>H. CLEARANCE ON EXPORTATION / Dédouanement à l'exportation</b>	
<b>F. TEMPORARY EXPORTATION DECLARATION Déclaration d'exportation temporaire</b>	<b>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>	
<b>I, duly authorised: / Je soussigné, dûment autorisé:</b>	<b>b) Final date for duty-free re-importation: / Date limite pour la réimportation en franchise:</b> year / month / day (inclusive) année / mois / jour (inclus)	
<b>a) declare that I am temporarily exporting the goods enumerated in the list overleaf and described in the General List under item No(s). / 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>	<b>c) This voucher must be forwarded to the Customs Office at: * Le présent volet devra être transmis au bureau de douane de: *</b>	
<b>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</b>	<b>d) Other remarks: * / Autres mentions: *</b> <b>C.W.E. 120-856249C 29/08/2019 SATISFACTORY</b>	
<b>c) confirm that the information given is true and complete / certifie justes et complètes les indications portées sur le présent volet</b>	<b>At / A</b> <b>LONDON GATEWAY</b> <b>BF STAMP AND SIGNATURE</b> <b>29 AUG 2019</b> <b>OFFICER SIGNATURE</b> <b>AUTHORISED REPRESENTATIVE SIGNATURE</b>	
<b>Place / Lieu</b>		<b>Date (year/month/day) / Date (année/mois/jour)</b>
<b>Name / Nom</b>		<b>Signature</b>
<b>Signature</b>		<b>Signature</b>

\*If applicable / \*S'il y a lieu exp.

<b>EXPORTATION</b>	<b>1. The goods described in the General List under item No(s). Les marchandises énumérées à la liste générale sous le(s) N°(s)</b>	<b>1-534</b>	<b>have been exported ont été exportées</b>
	<b>2. Final date for duty-free re-importation Date limite pour la réimportation en franchise</b>	<b>year / month / day année / mois / jour</b>	<b>2020 08 21</b>
	<b>3. Other remarks * / Autres mentions *</b>	<b>C.W.E. 120-856249C 29/08/2019 SATISFACTORY</b>	<b>7. 29 AUG 2019 (09) THAMES GATEWAY</b>
	<b>4. LONDON GATEWAY</b>	<b>5. U.K.</b>	<b>6. 2019 08 29</b>
<b>Counterfoil 1 Souche No. / N°</b>	<b>Customs Office Bureau de douane</b>	<b>Place Lieu</b>	<b>Date (year/month/day) Date (année/mois/jour)</b>
			<b>Officer Signature Signature et timbre</b>

Officer must complete, sign and stamp the Voucher and Counterfoil

**F(a)** – UK Carnet Holder must declare the items being exported in this box Box F Carnet Holder must date and sign the Voucher to declare goods to HMRC

**Box H (b)** – BF enters final date for reimportation of the goods (usually Carnet expiry date)

**Box H (c)** – this will always be NCU

**Box H (d)** – BF enters any additional information here

**Box H (d)** – BF stamps and signs the Voucher and detaches it from the Carnet (Voucher must be forwarded to NCU)

**Counterfoil** – BF completes, signs and stamps boxes 1-7 of the matching Counterfoil

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

**Step 1:**  
Scan the transaction QR code provided by the carnet holder/representative or enter manually corresponding data in the form below

Carnet ID/Number

Transaction code

Officer

Customs office

Next >

**Last transactions**

Carnet ID	Carnet number	Type	Time	Declared goods	Declared goods as not re-exported
28	ZZNEVEREXPIRE1	Exportation	12/06/2019 14:39	1-22	Cancel
28	ZZNEVEREXPIRE1	Validation	12/06/2019 14:18	1-26	Cancel

1

Officer clicks on the barcode to open the scanner

**NOTE 1** – if scanner is not available, Carnet number and Transaction Code can be typed into the Customs Portal

**NOTE 2** – for sites with no public access to BF, Trader will submit a printed barcode

951 GBLOFINALEATA

**Export**

Transaction code  
**AJA7F3HA9CB4GJTAF**

Verification code

Verification code

2

Officer scans the barcode from the Trader's phone and clicks on the "Next" button

**NOTE 1** – for sites with no public access to BF, Trader will submit a printed barcode

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 2:  
Check carnet data and validity

CARNET ID : 28  
CARNET NUMBER : ZZNEVEREXPIRE1  
VALID UNTIL : 31/12/2999

EXPORTATION

Holder
Web Expert sàrl  
Puits-Godet 6  
2000 Neuchatel  
CH

Carnet ID  
Carnet number  
Type
28  
ZZNEVEREXPIRE1  
ATA

Representatives
Smith David  
Puits-Godet 6  
2000 Neuchatel  
CH

Issued by
Any Issuing Association  
1, My Street  
1234 My City  
ZZ

Cameron John  
Puits-Godet 6  
2000 Neuchatel  
CH

Valid until
31/12/2999

Items number  
Total value  
Total weight
26  
USD 3,152.00

Intended use
Other

Goods Examined
No

<< Previous step
Next step >>

> General list  
▼ History

3

Officer checks that the details shown in the app match the Yellow Exportation Voucher of the paper Carnet

4

Officer clicks on Next Step

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 3:  
Check goods and put identification marks if required

CARNET ID : 28  
CARNET NUMBER : ZZNEVEREXPIRE1  
VALID UNTIL : 31/12/2999

EXPORTATION

▼ Declared goods

1-26
Update

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	KG	SN 123456
3	1	Article 2	ZZ	45.00	43.00	KG	
4 - 8	5	Article 3	ZZ	24.00	15.00	KG	
9 - 20	12	Article 4	ZZ	12.00	120.00	KG	Weight =12kg
21	1	Article 5	ZZ	34.00	34.00	KG	
22	1	Article 6	ZZ	2,547.00	14.00	KG	
23 - 26	4	Article 7	ZZ	4.00	1,177.00	KG	
Total	26			2,789.00	1,404.00		

Means of transport
Unknown

Packaging details

Holder remarks

<< Previous step
Next step >>

5

Officer checks the items declared by the Trader

**NOTE 1** – if the Trader declared incorrect items for export – then the Officer can correct this by entering the correct item range and clicking on “Update” button.

6

Officer clicks on Next Step

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 4:  
Review transaction information, fulfill additional fields and commit the transaction

CARNET ID : 28 CARNET NUMBER : ZZNEVEREXPIRE1 VALID UNTIL : 31/12/2999	EXPORTATION
--	-------------

Customs Office : London Heathrow  
Officer : GB Customs  
Final date for duty-free re-importation :

Customs reference number :   
Customs remarks :

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	KG	SN 123456
3	1	Article 2	ZZ	45.00	43.00	KG	
4 - 8	5	Article 3	ZZ	24.00	15.00	KG	
9 - 20	12	Article 4	ZZ	12.00	120.00	KG	Weight =12kg
21	1	Article 5	ZZ	34.00	34.00	KG	
22	1	Article 6	ZZ	2,547.00	14.00	KG	
23 - 26	4	Article 7	ZZ	4.00	1,177.00	KG	
<b>Total</b>	<b>26</b>			<b>2,789.00</b>	<b>1,404.00</b>		

<< Previous step
Commit

7

8

Officer states time limit for re-importation of the goods (usually validity date of the Carnet) enters remarks / comments (if applicable)

Officer clicks on Commit

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT


Step 5:  
Receipt (voucher & counterfoil)

CARNET ID : 28 CARNET NUMBER : ZZNEVEREXPIRE1 VALID UNTIL : 31/12/2999	EXPORTATION
--	-------------

Customs Office : London Heathrow  
Officer : GB Customs  
Verification code : A5LFAQWU6JBS7N6

In case of disagreement, enter the cancellation code provided by holder/representative to cancel the transaction and rollover

Verification QR Code



Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	KG	SN 123456
3	1	Article 2	ZZ	45.00	43.00	KG	
4 - 8	5	Article 3	ZZ	24.00	15.00	KG	
9 - 20	12	Article 4	ZZ	12.00	120.00	KG	Weight =12kg
21	1	Article 5	ZZ	34.00	34.00	KG	
22	1	Article 6	ZZ	2,547.00	14.00	KG	
23 - 26	4	Article 7	ZZ	4.00	1,177.00	KG	
<b>Total</b>	<b>26</b>			<b>2,789.00</b>	<b>1,404.00</b>		

Print receipt
New transaction

9

10

Officer can cancel the transaction by asking the Trader for the Cancellation Code

**NOTE 1** – if transaction is cancelled, then the Trader would need to prepare another Exportation QR Code and steps 1-8 would have to be repeated

**NOTE 2** –Officer can print the simulated Exportation Voucher (if required) by clicking on Print Receipt

CLICK ON NEXT TRANSACTION TO PROCESS ANOTHER TRANSACTION



## PROCESSING UK CARNETS – RE-IMPORTATION

1. Process the Re-Importation Voucher and matching Counterfoil. Make sure the Voucher has been signed by the declarant and no of pieces exported are stated in F(a). BF will detach the Voucher and send to NCU. *Ensure that correct items are declared, especially for partial consignments. If processing re-importation after the Carnet has expired – Section H (e) can be endorsed with “Carnet expired - processed without prejudice”.*

A.T.A. CARNET		CARNET A.T.A.	
RE-IMPORTATION	A. HOLDER AND ADDRESS / Titulaire et adresse	G. FOR ISSUING ASSOCIATION USE / Réservé à l'association émettrice RE-IMPORTATION VOUCHER No. Volet de réimportation N°:	
	B. REPRESENTED BY * / Représenté par *	a) CARNET No. Carnet N° GB/LO	
	C. INTENDED USE OF GOODS / Utilisation prévue des marchandises	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 / mois / day (inclusive) / jour (inclus)	
	E. PACKAGING DETAILS (Number, Kind, Marks, etc.) * Détail d'emballage (nombre, nature, marques, etc.) *	H. CLEARANCE ON RE-IMPORTATION / Dédouanement à la réimportation	
	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) / Déclarer que les marchandises énumérées verso et reprises à la liste générale		b) This voucher must be forwarded to the Customs Office at: * Le présent volet devra être transmis au bureau de douane de: *	
were temporarily exported under cover of exportation voucher(s) No(s) / ont été exportées temporairement sous couvert du (des) volet(s) d'exportation N°(s)		At / A	
request duty-free re-importation of the said goods / demande la réimportation en franchise de ces marchandises		BF STAMP AND SIGNATURE	
b) declare that the said goods have NOT undergone any process abroad, except for those described under No(s) / déclare que lesdites marchandises n'ont subi aucun traitement à l'étranger, sauf celles énumérées sous le(s) N°(s) :		Date (year/month/day) / Date (année/mois/jour)	
c) declare that goods of the following item No(s), have not been re-imported: * / déclare que les marchandises reprises sous le(s) N°(s) suivant(s) :		Place / Lieu	
d) confirm that the information given is true and complete / certifie justes et complètes les indications portées sur le présent volet		Name / Nom	
Signature X		Signature	

\*If applicable / \*S'il y a lieu

re-imp.

RE-IMPORTATION		1. The goods described in the General List under Item No(s). Les marchandises énumérées à la liste générale sous le(s) N°(s)		1-534	
		which were temporarily exported under cover of exportation voucher(s) No(s). exportées temporairement sous couvert du (des) volet(s) d'exportation N°(s)		of this Carnet have been re-imported * du présent carnet ont été réimportées *	
		2. Other remarks * / Autres mentions *		BORDER FORCE	
		Ref 041/20		6. OFFICER INTERNATIONAL TRADE	
				- 5 JUN 2020	
				52 BERTH, ROYAL SEAFOURTH DOCK LIVERPOOL MERSEYDOCK L21 7TD	
				CUSTOMS	
Counterfoil 1 Souche No. / N°		3. 52 SEAFORTH Customs Office Bureau de douane		4. Liverpool Place Lieu	
		5. 2020/06/05 Date (year/month/day) Date (année/mois/jour)		Officer Signature Signature et timbre	

Officer must complete, sign and stamp the Voucher and Counterfoil

Box F(a) Holder must declare which items are being re-imported

Box F(b) If any items are declared as being processed abroad, HMRC must decide whether to levy duty on such goods (if value has been added to the items)

Box F(c) Any goods that are not being re-imported must be noted here

Box F(d) Holder must sign and date the Voucher (this is customs declaration)

Box H(c) HMRC will complete, stamp + sign section H and remove this voucher from the Carnet.

**Note 1** - The Re-importation Voucher must be detached and sent to NCU. If the goods were re-imported after the Carnet has expired – the Voucher can still be endorsed – but this section should state “endorsed without prejudice”

Counterfoil – BF completes, signs and stamps boxes 1-6 of the matching Counterfoil

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

**Step 1:**  
Scan the transaction QR code provided by the carnet holder/representative or enter manually corresponding data in the form below

Carnet ID/Number

Transaction code

Officer

Customs office

Next >

**Last transactions**

Carnet ID	Carnet number	Type	Time	Declared goods	Declared goods as not re-exported
28	ZZNEVEREXPIRE1	Exportation	12/06/2019 14:39	1-22	Cancel
28	ZZNEVEREXPIRE1	Validation	12/06/2019 14:18	1-26	Cancel

1

Officer clicks on the barcode to open the scanner

**NOTE 1** – if scanner is not available, Carnet number and Transaction Code can be typed into the Customs app

**NOTE 2** – for sites with no public access to BF, Trader will submit a printed barcode

951\_GBLOFINALEATA

Reimport

Transaction code

AJA7F3HA9CB4GJTAF

Verification code

Verification code

2

Officer scans the barcode from the Trader's phone and clicks on the "Next" button

**NOTE 1** – for sites with no public access to BF, Trader will submit a printed barcode

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 2:  
Check carnet data and validity

CARNET ID : 28 CARNET NUMBER : ZZNEVEREXPIRE1 VALID UNTIL : 31/12/2999		REIMPORTATION	
Holder	Web Expert sàrl Puits-Godet 6 2000 Neuchatel CH	Carnet ID Carnet number Type	28 ZZNEVEREXPIRE1 ATA
Representatives	Smith David Puits-Godet 6 2000 Neuchatel CH	Issued by	Any Issuing Association 1, My Street 1234 My City ZZ
	Cameron John Puits-Godet 6 2000 Neuchatel CH	Valid until	31/12/2999
		Items number	26
		Total value	USD 3,152.00
		Total weight	
		Intended use	Other
		Goods Examined	No

<< Previous step
Next step >>

3

4

Officer checks that the details shown in the app match the Yellow Re-importation Voucher of the paper Carnet

Officer clicks on Next Step

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 3:  
Check goods and put identification marks if required

CARNET ID : 28 CARNET NUMBER : ZZNEVEREXPIRE1 VALID UNTIL : 31/12/2999		REIMPORTATION	
--	--	---------------	--

Declared goods
1-26
Update

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	KG	SN 123456
3	1	Article 2	ZZ	45.00	43.00	KG	
4 - 8	5	Article 3	ZZ	24.00	15.00	KG	
9 - 20	12	Article 4	ZZ	12.00	120.00	KG	Weight =12kg
21	1	Article 5	ZZ	34.00	34.00	KG	
22	1	Article 6	ZZ	2,547.00	14.00	KG	
23 - 26	4	Article 7	ZZ	4.00	1,177.00	KG	
<b>Total</b>	<b>26</b>			<b>2,789.00</b>	<b>1,404.00</b>		

Declared goods that will NOT be re-exported / re-imported (divert to home use)
1-2,5,7,8-10
Update

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
<b>Total</b>	<b>0</b>			<b>0.00</b>	<b>0.00</b>		

Declared goods that have undergone any processing abroad
1-2,5,7,8-10
Update

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
<b>Total</b>	<b>0</b>			<b>0.00</b>	<b>0.00</b>		

Means of transport
Unknown

Packing details

Holder remarks

<< Previous step
Next step >>

5

6

7

Officer checks the items declared by the Trader

**NOTE 1** – if the Trader declared incorrect items for re-import, then the Officer can correct this by entering the correct item range and clicking on “Update” button.

Officer checks items that will not be re-imported

Officer checks items that have been processed abroad and assesses duties (if applicable)

Officer clicks on Next Step

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 4:  
Review transaction information, fulfill additional fields and commit the transaction

CARNET ID : 28  
CARNET NUMBER : ZZNEVEREXPIRE1  
VALID UNTIL : 31/12/2999

REIMPORTATION

Customs Office : London Heathrow  
Officer : GB Customs  
Customs reference number :   
Customs remarks :

8

Declared goods

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	KG	SN 123456
3	1	Article 2	ZZ	45.00	43.00	KG	
4 - 8	5	Article 3	ZZ	24.00	15.00	KG	
9 - 20	12	Article 4	ZZ	12.00	120.00	KG	Weight =12kg
21	1	Article 5	ZZ	34.00	34.00	KG	
22	1	Article 6	ZZ	2,547.00	14.00	KG	
23 - 26	4	Article 7	ZZ	4.00	1,177.00	KG	
<b>Total</b>	<b>26</b>			<b>2,789.00</b>	<b>1,404.00</b>		

Declared goods that will NOT be re-exported / re-imported (divert to home use)

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
<b>Total</b>	<b>0</b>			<b>0.00</b>	<b>0.00</b>		

Declared goods that have undergone any processing abroad

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
<b>Total</b>	<b>0</b>			<b>0.00</b>	<b>0.00</b>		

<< Previous step
Commit

9

Officer enters remarks / comments (if applicable)

Officer clicks on Commit

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 5:  
Receipt (voucher & counterfoil)

CARNET ID : 28  
CARNET NUMBER : ZZNEVEREXPIRE1  
VALID UNTIL : 31/12/2999

REIMPORTATION

Customs Office : London Heathrow  
Officer : GB Customs  
Verification code : A82BERGYMMWMAU  

10

Verification QR Code

In case of disagreement, enter the cancellation code provided by holder/representative to cancel the transaction and rollover

Declared goods

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	KG	SN 123456
3	1	Article 2	ZZ	45.00	43.00	KG	
4 - 8	5	Article 3	ZZ	24.00	15.00	KG	
9 - 20	12	Article 4	ZZ	12.00	120.00	KG	Weight =12kg
21	1	Article 5	ZZ	34.00	34.00	KG	
22	1	Article 6	ZZ	2,547.00	14.00	KG	
23 - 26	4	Article 7	ZZ	4.00	1,177.00	KG	
<b>Total</b>	<b>26</b>			<b>2,789.00</b>	<b>1,404.00</b>		

Declared goods that will NOT be re-exported / re-imported (divert to home use)

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
<b>Total</b>	<b>0</b>			<b>0.00</b>	<b>0.00</b>		

Declared goods that have undergone any processing abroad

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
<b>Total</b>	<b>0</b>			<b>0.00</b>	<b>0.00</b>		

Print receipt
New transaction

Officer can cancel the transaction by asking the Trader for the Cancellation Code

**NOTE 1** – if transaction is cancelled, then the Trader would need to prepare another Re-importation QR Code and steps 1-9 would have to be repeated

**NOTE 2** –Officer can print the simulated Re-Importation Voucher (if required) by clicking on Print Receipt



## PROCESSING FOREIGN CARNETS – IMPORTATION INTO UK (FOR WORKING VISITS ONLY – USE TRANSITS FOR TRANSIT MOVEMENTS)

1. Process the Importation Voucher and matching Counterfoil. Make sure the Voucher has been signed by the declarant and no of pieces exported are stated in F(a). BF will detach the Voucher and send to NCU. *Ensure that correct items are declared, especially for partial consignments.*

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 Corp. for Int'l Business 325 N. Hough Street Barrington, IL 60010	FOR ISSUING ASSOCIATION USE/Réserve à l'association émettrice	
		G. IMPORTATION VOUCHER No. Volet d'importation N° <b>1</b>	
		a) A.T.A. Carnet No. Carnet A.T.A. N° <b>US 89/08-SAMPLE</b>	
		b) ISSUED BY/Délivré par <b>United States Council for International Business</b>	
	B. REPRESENTED BY*/Représenté par* T.Hawks, B.A.DeMaggio, J.Phillips, R.W.Green, FreightForwarder And/Or Any Authorized Representatives		
	C. INTENDED USE OF GOODS/Utilisation prévue des marchandises Exhibitions and Fairs	c) VALID UNTIL/Valable jusqu'à  2009 4 24 year month day (inclusive) année mois jour	
	D. MEANS OF TRANSPORT*/Moyens de transport*	FOR CUSTOMS USE ONLY/Réserve à la Douane	
	E. PACKAGING DETAILS (Number, Kind, Marks, etc.)* Détail d'emballage (Nombre, Nature, Marques, etc.)*	H) CLEARANCE ON IMPORTATION/Dédouanement à l'importation	
	F. TEMPORARY IMPORTATION DECLARATION Déclaration d'importation temporaire	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	
	I. duly authorized: /Je soussigné, dûment autorisé:	b) Final date for re-exportation/production to Customs*/ Date limite pour la réexportation/la représentation à la douane:*	
	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)	c) Registered under reference No.*/Enregistré sous le N°.* <b>120-1370946</b>	
	b) declare that the said goods are intended for use at Je déclare que les marchandises sont destinées à être utilisées à	d) Other remarks*/Autres mentions* <b>016-21850835</b>	
	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 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.	At/A Customs Office/Bureau de douane	
	d) confirm that the information given is true and complete / certifie justes et complètes les indications portées sur le présent volet	<div style="border: 1px solid black; padding: 5px;"> <b>29 JUL 2020</b>  <b>Officer Signature</b>  <b>UK CUSTOMS</b> </div>	
		Place Lieu	Date (year/month/day) Date (année/mois/jour)
		Name Nom	Signature and Stamp Signature et timbre
		Signature X	Signature X

**BF STAMP AND SIGNATURE**

**AUTHORISED REPRESENTATIVE SIGNATURE**

*If applicable: "S'il y a lieu"*

**N6 (06/04)**

I M P O R T A T I O N		1-93	
1. The goods described in the General List under item No(s). Les marchandises énumérées à la liste générale sous le(s) N°(s) .....		have been temporarily imported. ont été importées temporairement	
2. Final date for re-exportation / production to the Customs of goods*/ Date limite pour la réexportation / la représentation à la douane, des marchandises *		year / month / day année / mois / jour	
3. Registered under reference No.*/ Enregistré sous le N°*		29/7/20	
4. Other remarks*/ Autres mentions *		29 JUL 2020 <b>Officer Signature</b> UK CUSTOMS	
Counterfoil No. Souche N°	5. <b>120-1370946</b> Customs Office Bureau de douane	6. <b>016-21850835</b> Place Lieu	7. <b>29/07/20</b> Date (year/month/day) Date (année/mois/jour)
Signature and Stamp Signature et timbre			

Officer must complete, sign and stamp the Voucher and Counterfoil

F (a) – UK Carnet Holder must declare the items being temporarily imported in this box

F (d) - Carnet Holder must date and sign the Voucher to declare goods to HMRC

Box H (b) – BF enters final date for re-exportation of the goods (usually Carnet expiry date)

Box H (c) – this can be flight number, BF reference etc

Box H (d) – BF enters any additional information here

Box H (d) – BF stamps and signs the Voucher and detaches it from the Carnet (Voucher must be forwarded to NCU)

Counterfoil – BF completes, signs and stamps boxes 1-8 of the matching Counterfoil

1 SCAN

2 CHECK CARNET


3 CHECK GOODS

4 COMMIT

5 RECEIPT

Step 1:  
Scan the transaction QR code provided by the carnet holder/representative or enter manually corresponding data in the form below

Carnet ID/Number



Transaction code

Officer

Customs office

Next >

Last transactions

Carnet ID	Carnet number	Type	Time	Declared goods	Declared goods as not re-exported
28	ZZNEVEREXPIRE1	Exportation	12/06/2019 14:39	1-22	Cancel
28	ZZNEVEREXPIRE1	Validation	12/06/2019 14:18	1-26	Cancel

1


Officer clicks on the barcode to open the scanner

**NOTE 1** – if scanner is not available, Carnet number and Transaction Code can be typed into the Customs app

**NOTE 2** – for sites with no public access to BF, Trader will submit a printed barcode


951 - GBLOFINALEATA

Import



Transaction code

Verification code



2

Officer scans the barcode from the Trader's phone and clicks on the "Next" button

**NOTE 1** – for sites with no public access to BF, Trader will submit a printed barcode

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 2:  
Check carnet data and validity

CARNET ID : 28 CARNET NUMBER : ZZNEVEREXPIRE1 VALID UNTIL : 31/12/2999		IMPORTATION	
Holder	Web Expert sàrl Puits-Godet 6 2000 Neuchatel CH	Carnet ID Carnet number Type	28 ZZNEVEREXPIRE1 ATA
Representatives	Smith David Puits-Godet 6 2000 Neuchatel CH	Issued by	Any Issuing Association 1, My Street 1234 My City ZZ
	Cameron John	Valid until	31/12/2999
	Puits-Godet 6	Items number	26
	2000 Neuchatel	Total value	USD 3,152.00
	CH	Total weight	
		Intended use	Other
		Goods Examined	No

<< Previous step
Next step >>

3

4

Officer checks that the details shown in the app match the White Importation Voucher of the paper Carnet

Officer clicks on Next Step

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 3:  
Check goods and put identification marks if required

CARNET ID : 28 CARNET NUMBER : ZZNEVEREXPIRE1 VALID UNTIL : 31/12/2999		IMPORTATION	
--	--	-------------	--

Declared goods
Update

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	kg	SN 123456
3	1	Article 2	ZZ	45.00	43.00	kg	
4 - 8	5	Article 3	ZZ	24.00	15.00	kg	
9 - 20	12	Article 4	ZZ	12.00	120.00	kg	Weight =12kg
21	1	Article 5	ZZ	34.00	34.00	kg	
22	1	Article 6	ZZ	2,547.00	14.00	kg	
23 - 26	4	Article 7	ZZ	4.00	1,177.00	kg	
Total	26			2,789.00			

Goods are intended to be used/dispatched at

Means of transport

Packaging details

Holder remarks

<< Previous step
Next step >>

5

6

Officer checks the items declared by the Trader

**NOTE 1** – if the Trader declared incorrect items for import – then the Officer can correct this by entering the correct item range and clicking on “Update” button.

Officer clicks on Next Step

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 4:  
Review transaction information, fulfill additional fields and commit the transaction

CARNET ID : 28 CARNET NUMBER : ZZNEVEREXPIRE1 VALID UNTIL : 31/12/2999		IMPORTATION
Customs Office	London Heathrow	
Officer	GB Customs	
Final date for duty-free re-exportation	27/11/2022	
Customs reference number		
Customs remarks		

Declared goods

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00 kg	SN 123456	
3	1	Article 2	ZZ	45.00	43.00 kg		
4 - 8	5	Article 3	ZZ	24.00	15.00 kg		
9 - 20	12	Article 4	ZZ	12.00	120.00 kg	Weight =12kg	
21	1	Article 5	ZZ	34.00	34.00 kg		
22	1	Article 6	ZZ	2,547.00	14.00 kg		
23 - 26	4	Article 7	ZZ	4.00	1,177.00 kg		
<b>Total</b>	<b>26</b>			<b>2,789.00</b>			

<< Previous step
Commit

7

8

Officer states time limit for re-exportation of the goods (usually validity date of the Carnet) enters remarks / comments (if applicable)

Officer clicks on Commit


1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 5:  
Receipt (voucher & counterfoil)

CARNET ID : 28 CARNET NUMBER : ZZNEVEREXPIRE1 VALID UNTIL : 31/12/2999		IMPORTATION
Customs Office	London Heathrow	
Officer	GB Customs	
Verification code	AWZNQZKHY8F5JW6	

In case of disagreement, enter the cancellation code provided by holder/representative to cancel the transaction and rollover

Verification QR Code



Declared goods

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00 kg	SN 123456	
3	1	Article 2	ZZ	45.00	43.00 kg		
4 - 8	5	Article 3	ZZ	24.00	15.00 kg		
9 - 20	12	Article 4	ZZ	12.00	120.00 kg	Weight =12kg	
21	1	Article 5	ZZ	34.00	34.00 kg		
22	1	Article 6	ZZ	2,547.00	14.00 kg		
23 - 26	4	Article 7	ZZ	4.00	1,177.00 kg		
<b>Total</b>	<b>26</b>			<b>2,789.00</b>			

Print receipt
New transaction

9

10

Officer can cancel the transaction by asking the Trader for the Cancellation Code

**NOTE 1** – if transaction is cancelled, then the Trader would need to prepare another Importation QR Code and steps 1-8 would have to be repeated

**NOTE 2** –Officer can print the simulated Importation Voucher (if required) by clicking on Print Receipt

CLICK ON NEXT TRANSACTION TO PROCESS ANOTHER TRANSACTION



## PROCESSING FOREIGN CARNETS – RE-EXPORTATION FROM UK

1. Process the Re-Exportation Voucher and matching Counterfoil. Make sure the Voucher has been signed by the declarant and no of pieces exported are stated in F(a). BF will detach the Voucher and send to NCU. *Ensure that correct items are declared, especially for partial shipments.*  
*Any goods that were sold / destroyed under Customs supervision must be declared in F(c). NCU will raise a claim against the Holder for any such items via LCCI. Officers should process Re-exportation even if the Time Limit for Re-exportation or Carnet Validity have expired (NCU will raise a claim against the Holder where appropriate).*

A.T.A. CARNET		CARNET A.T.A.	
R E E X P O R T A T I O N	<b>A. HOLDER AND ADDRESS</b> / Titulaire et adresse Corp. for Int'l Business 325 N. Hough Street Barrington, IL 60010	<b>FOR ISSUING ASSOCIATION USE</b> / Réservé à l'association émettrice	
	<b>B. REPRESENTED BY</b> / Représenté par T.Hawks, B.A.DeMaggio, J.Phillips, R.W.Green, FreightForwarder And/Or Any Authorized Representatives	<b>G. RE-EXPORTATION VOUCHER No.</b> 1 Volet de réexportation N°	
	<b>C. INTENDED USE OF GOODS</b> / Utilisation prévue des marchandises Exhibitions and Fairs	<b>a) A.T.A. Carnet No.</b> US 89/08-SAMPLE Carnet A.T.A. N°	
	<b>D. MEANS OF TRANSPORT</b> / Moyens de transport*	<b>b) ISSUED BY</b> / Délivré par  <b>United States Council for International Business</b>	
	<b>E. PACKAGING DETAILS</b> (Number, Kind, Marks, etc.) / Détail d'emballage (Nombre, Nature, Marques, etc.)	<b>c) VALID UNTIL</b> / Valable jusqu'au 2009 4 24 year month day (inclusive) année mois jour (inclus)	
<b>F. RE-EXPORTATION DECLARATION</b> Déclaration de réexportation. I, duly authorized: / Je soussigné, dûment autorisé:  *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 (numéros) N°(s) 1-93 which were temporarily imported under cover of importation voucher(s) No(s) / J'ai été importées temporairement sous le couvert du/des volet(s) d'importation N°(s) 1 of this carnet. / du présent carnet  *b) declare that goods produced against the following item No(s), are not intended for re-exportation: / Je déclare que les marchandises représentées et reprises sous le(s) N°(s) suivant(s) ne sont pas destinées à la réexportation  *c) declare that goods of the following item No(s), not produced, are not intended for later re-exportation: / Je déclare que les marchandises non représentées et reprises sous le(s) N°(s) suivant(s) ne seront pas réexportées ultérieurement  *d) in support of the declaration present the following documents / présente à l'appui de mes déclarations, les documents suivants:  e) confirm that the information given is true and complete. / certifie justes et complètes les indications portées sur le présent volet		<b>H) CLEARANCE ON RE-EXPORTATION</b> / 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: * d) Registered under reference No.: / Enregistré sous le N° 180-A02247A-0107121 e) This voucher must be forwarded to the Customs Office at: / Le présent volet devra être transmis au bureau de douane de: f) Other remarks: / Autres mentions: *  <b>BF STAMP AND SIGNATURE</b>  <b>BORDER FORCE</b> 01 JUL 2021 Officer Signature LHR Freight Forwarding Team (I) UK CUSTOMS Date (year/month/day) Signature and Stamp Date (année/mois/jour) Signature et timbre  Place Lieu Name Nom Signature X X  <b>AUTHORISED REPRESENTATIVE SIGNATURE</b>  *If applicable: *S'y a lieu N7 (06/04)	

R E E X P O R T A T I O N		C O U N T E R F O I L	
<b>1. The goods described in the General List under item No(s).</b> Les marchandises énumérées à la liste générale sous le(s) N°(s) which were temporarily imported under cover of importation voucher(s) No(s). importées temporairement sous couvert du (des) volet(s) d'importation N°(s). 1-93 (All Items) of this Carnet have been re-exported. du présent carnet, ont été réexportées *		<b>2. Action taken in respect of goods produced but not re-exported</b> / Mesures prises à l'égard des marchandises représentées mais non réexportées *	
<b>3. Action taken in respect of goods not produced and not intended for later re-exportation</b> / Mesures prises à l'égard des marchandises non représentées et non destinées à une réexportation ultérieure *		<b>8. BORDER FORCE</b> 01 JUL 2021 Officer Signature LHR Freight Forwarding Team (I) UK CUSTOMS	
<b>4. Registered under reference No.</b> / Enregistré sous le N° 180-A02247A-0107121		<b>5. Customs Office</b> / Bureau de douane LHR-UK Place Lieu Date (year/month/day) Date (année/mois/jour) 1/1/	
<b>6. Counterfoil No.</b> / Souche N° 1		<b>7. Date (year/month/day)</b> / Date (année/mois/jour) 1/1/	

Officer must complete, sign and stamp the Voucher and Counterfoil

**F (a)** – UK Carnet Holder must declare the items being re-exported in this box Box D  
Carnet Holder must date and sign the Voucher to declare goods to HMRC

**F (b/c)** – if any of the goods were sold or destroyed under Customs supervision then those items must be declared here (Holder must pay relevant duty/VAT on any such items if applicable)

**Box H (b/c)** – BF enters what procedure any items that are not being re-exported have been subjected to (i.e. diverted to home use etc)

**Box H (d)** – this can be Duty Paid Receipt, AWB, flight number etc

**Box H (e)** – this will always be NCU

**Box H (f)** – BF stamps and signs the Voucher and detaches it from the Carnet (Voucher must be forwarded to NCU)

**Counterfoil** – BF completes, signs and stamps boxes 1-7 of the matching Counterfoil

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

**Step 1:**  
Scan the transaction QR code provided by the carnet holder/representative or enter manually corresponding data in the form below

Carnet ID/Number

Transaction code

Officer

Customs office

Next >

**Last transactions**

Carnet ID	Carnet number	Type	Time	Declared goods	Declared goods as not re-exported
28	ZZNEVEREXPIRE1	Exportation	12/06/2019 14:39	1-22	Cancel
28	ZZNEVEREXPIRE1	Validation	12/06/2019 14:18	1-26	Cancel

1

Officer clicks on the barcode to open the scanner

**NOTE 1** – if scanner is not available, Carnet number and Transaction Code can be typed into the Customs app

**NOTE 2** – for sites with no public access to BF, Trader will submit a printed barcode

951-GBLOFINALATA

Re-export

Transaction code  
**AJA7F3HA9CB4GJTAF**

Verification code

2

Officer scans the barcode from the Trader's phone and clicks on the "Next" button

**NOTE 1** – for sites with no public access to BF, Trader will submit a printed barcode

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 2:  
Check carnet data and validity

CARNET ID : 28		REEXPORTATION	
CARNET NUMBER : ZZNEVEREXPIRE1			
VALID UNTIL : 31/12/2999			

Holder	Web Expert sàrl Puits-Godet 6 2000 Neuchatel CH	Carnet ID Carnet number Type	28 ZZNEVEREXPIRE1 ATA
Representatives	Smith David Puits-Godet 6 2000 Neuchatel CH	Issued by	Any Issuing Association 1, My Street 1234 My City ZZ
	Cameron John Puits-Godet 6 2000 Neuchatel CH	Valid until	31/12/2999
		Items number	26
		Total value	USD 3,152.00
		Total weight	
		Intended use	Other
		Goods Examined	No

<< Previous step
Next step >>

3

Officer checks that the details shown in the app match the White Re-exportation Voucher of the paper Carnet

4

Officer clicks on Next Step

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 3:  
Check goods and put identification marks if required

CARNET ID : 28		REEXPORTATION	
CARNET NUMBER : ZZNEVEREXPIRE1			
VALID UNTIL : 31/12/2999			

Declared goods
Update

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	kg	SN 123456
3	1	Article 2	ZZ	45.00	43.00	kg	
4 - 8	5	Article 3	ZZ	24.00	15.00	kg	
9 - 20	12	Article 4	ZZ	12.00	120.00	kg	Weight = 12kg
21	1	Article 5	ZZ	34.00	34.00	kg	
22	1	Article 6	ZZ	2,547.00	14.00	kg	
23 - 26	4	Article 7	ZZ	4.00	1,177.00	kg	
Total	26			2,789.00			

Declared goods that will NOT be re-exported / re-imported (divert to home use)
Update

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
Total	0			0.00			

In support of this declaration, present the following documents

Means of transport
Unknown

Packaging details

Holder remarks

<< Previous step
Next step >>

5

Officer checks the items declared by the Trader

**NOTE 1** – if the Trader declared incorrect items for re-export – then the Officer can correct this by entering the correct item range and clicking on “Update” button.

6

Officer clicks on Next Step

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

**Step 4:**  
Review transaction information, fulfill additional fields and commit the transaction

CARNET ID : 28 CARNET NUMBER : ZZNEVEREXPIRE1 VALID UNTIL : 31/12/2999	REEXPORTATION
--	---------------

Customs Office London Heathrow  
Officer GB Customs

Action taken in respect of goods produced but not re-exported

Action taken in respect of goods NOT produced and NOT intended for later re-exportation

Customs reference number

Customs remarks

**Declared goods**

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00 kg		SN 123456
3	1	Article 2	ZZ	45.00	43.00 kg		
4 - 8	5	Article 3	ZZ	24.00	15.00 kg		
9 - 20	12	Article 4	ZZ	12.00	120.00 kg		Weight =12kg
21	1	Article 5	ZZ	34.00	34.00 kg		
22	1	Article 6	ZZ	2,547.00	14.00 kg		
23 - 26	4	Article 7	ZZ	4.00	1,177.00 kg		
<b>Total</b>	<b>26</b>			<b>2,789.00</b>			

**Declared goods that will NOT be re-exported / re-imported (divert to home use)**

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
<b>Total</b>	<b>0</b>			<b>0.00</b>			

<< Previous step Commit

7

8

Officer states what course of action was taken for any items not re-exported (i.e. goods diverted to home use + duty paid etc).

Customs Reference can be Duty Paid Receipt / Customs entry, AWB, CMR etc

Officer clicks on Commit

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

**Step 5:**  
Receipt (voucher & counterfoil)

CARNET ID : 28 CARNET NUMBER : ZZNEVEREXPIRE1 VALID UNTIL : 31/12/2999	REEXPORTATION
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Customs Office London Heathrow  
Officer GB Customs  
Verification code A5RXFK5Z7EWW4JL

Verification QR Code

» In case of disagreement, enter the cancellation code provided by holder/representative to cancel the transaction and rollover

**Declared goods**

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00 kg		SN 123456
3	1	Article 2	ZZ	45.00	43.00 kg		
4 - 8	5	Article 3	ZZ	24.00	15.00 kg		
9 - 20	12	Article 4	ZZ	12.00	120.00 kg		Weight =12kg
21	1	Article 5	ZZ	34.00	34.00 kg		
22	1	Article 6	ZZ	2,547.00	14.00 kg		
23 - 26	4	Article 7	ZZ	4.00	1,177.00 kg		
<b>Total</b>	<b>26</b>			<b>2,789.00</b>			

**Declared goods that will NOT be re-exported / re-imported (divert to home use)**

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
<b>Total</b>	<b>0</b>			<b>0.00</b>			

Print receipt New transaction

9

10

Officer can cancel the transaction by asking the Trader for the Cancellation Code

**NOTE 1** – if transaction is cancelled, then the Trader would need to prepare another Re-exportation QR Code and steps 1-8 would have to be repeated

**NOTE 2** –Officer can print the simulated Re-exportation Voucher (if required) by clicking on Print Receipt

CLICK ON NEXT TRANSACTION TO PROCESS ANOTHER TRANSACTION



## PROCESSING FOREIGN CARNETS – OPEN TRANSIT (WHEN GOODS ARE IMPORTED INTO UK)

1. Process the Transit Voucher and matching Counterfoil. Make sure the Voucher has been signed by the declarant and no of pieces imported are stated in F(a). BF will detach the Voucher and send to NCU. *Ensure that correct items are declared, especially for partial consignments.*

A.T.A. CARNET		CARNET A.T.A.	
T R A N S I T	<b>A. HOLDER AND ADDRESS / Titulaire et adresse</b> Web Expert Sarl Puits-Godet 6, 2000 Neuchâtel, CH	<b>G. FOR ISSUING ASSOCIATION USE / Réservé à l'association émettrice</b> TRANSIT VOUCHER No. 1 Volet de transit N° :	
		<b>a) CARNET No.</b> Carnet N° US8908-123456	
	<b>B. REPRESENTED BY* / Représenté par*</b> David Smith, John Cameron	<b>b) ISSUED BY / Délivré par</b> FOREIGN CHAMBER OF COMMERCE AND INDUSTRY	
	<b>C. INTENDED USE OF GOODS / Utilisation prévue des marchandises</b> Commercial Samples	<b>c) VALID UNTIL / Valable jusqu'au</b> 2022 / 04 / 09 year / month / day (inclusive) année / mois / jour (inclus)	
	<b>D. MEANS OF TRANSPORT* / Moyens de transport*</b> TRAILER	<b>H. CLEARANCE FOR TRANSIT / Dédouanement pour le transit</b> a) The goods referred to in the above declaration have been cleared for transit to the Customs Office at : / Les marchandises faisant l'objet de la déclaration ci-contre ont été dédouanées pour le transit sur le bureau de douane de : <b>ASHFORD / SEVINGTON IBF</b> b) Final date for re-exportation / production to Customs :* / Date limite pour la réexportation / la représentation à la douane des marchandises :* 2021 / 07 / 01 year / month / day (inclusive) année / mois / jour (inclus)	
	<b>E. PACKAGING DETAILS (Number, Kind, Marks, etc.)*</b> Détail d'emballage (nombre, nature, marques, etc.)* 5 CRATES	<b>c) Registered under reference No. :*</b> / Enregistré sous le No. :* <b>d) Customs seals applied :*</b> / Scelllements douaniers apposés :* <b>e) This voucher must be forwarded to the Customs Office at :*</b> Le présent volet devra être transmis au bureau de douane de :* <b>NCU</b>	
	<b>F. DECLARATION OF DESPATCH IN TRANSIT</b> Déclaration d'expédition en transit I, duly authorised: / Je soussigné, dûment autorisé: a) declare that I am despatching to: / déclare expédié à : <b>LONDON HEATHROW AIRPORT</b> In compliance with the conditions laid down in the laws and regulations of the country/Customs territory of transit, the goods enumerated in the list overleaf and described in the General List under item No(s). / dans les conditions prévues par les lois et règlements du pays / territoire douanier de transit, les marchandises énumérées à la liste figurant au verso et reprises à la liste générale sous le(s) N°(s) <b>1 - 20</b> b) undertake to comply with the laws and regulations of the country / Customs territory of transit and to produce these goods with seals (if any) intact, and this Carnet to the Customs Office of destination within the period stipulated by the Customs m'engage à observer les lois et règlements du pays / territoire douanier de transit et à représenter ces marchandises, le cas échéant sous scelllements intacts, en même temps que le présent carnet au bureau de douane de destination dans le délai fixé par la douane c) confirm that the information given is true and complete / certifie justes et complètes les indications portées sur le présent volet	<b>At / A</b> Customs office / Bureau de douane <b>22/04/2021</b> Date (year/month/day) / Date (année/mois/jour) Signature <b>22 APR 2021</b> <b>Officer Signature</b> <b>2041 LEOVER</b> <b>UK CUSTOMS</b> <b>Certificate of discharge by the Customs Office at destination</b> Certificat de décharge du bureau de destination f) The goods referred to in the above declaration have been re-exported / produced :* / Les marchandises faisant l'objet de la déclaration ci-contre ont été réexportées / représentées :* g) Other remarks :* / Autres mentions :* <b>At / A</b> Customs office / Bureau de douane Date (year/month/day) / Date (année/mois/jour) Signature and Stamp / Signature et timbre <b>Place Ashford</b> Date (year/month/day) 2021 / 04 / 22 Lieu Date (année/mois/jour) Name David Smith Nom <b>HOLDER OR AGENT SIGNATURE</b> Signature X Signature	

A.T.A. CARNET / CARNET A.T.A.		CARNET No. / Carnet N° US 89/08-123456		
T R A N S I T	<b>Clearance for transit / Dédouanement pour le transit</b> 1. The goods described in the General List under item No(s). / Les marchandises énumérées à la liste générale sous le(s) N°(s) have been despatched in transit to the Customs Office at / ont été expédiées en transit par le bureau de douane de : <b>1 - 20</b> 2. Final date for re-exportation/production to the Customs of goods :* / Date limite pour la réexportation/la représentation à la douane des marchandises :* year / month / day 2021 / 07 / 01 année / mois / jour 3. Registered under reference No.* / Enregistré sous le N° :*			
	<b>4. Ashford</b> Customs Office / Bureau de douane	<b>5. Sevington</b> Place / Lieu	<b>6. 2021 / Apr 22</b> Date (year/month/day) / Date (année/mois/jour)	<b>7. 22 APR 2021</b> Officer Signature <b>2041 LEOVER</b> <b>UK CUSTOMS</b>
	<b>Certificate of discharge by the Customs Office of destination / Certificat de décharge du bureau de destination</b> 1. The goods specified in paragraph 1 above have been re-exported/produced :* / Les marchandises visées au paragraphe 1 ci-dessus ont été réexportées/représentées :* 2. Other remarks :* / Autres mentions :*			
	<b>Counterfoil / Souche</b> No. / N°	<b>3. Customs Office / Bureau de douane</b>	<b>4. Place / Lieu</b>	<b>5. Date (year/month/day) / Date (année/mois/jour)</b> <b>6. Signature and Stamp / Signature et timbre</b>

Officer must complete, sign and stamp the Voucher and Counterfoil

F (a) – UK Carnet Holder must declare the destination of the goods and items that are being declared for transit in this box

F (c) - Carnet Holder must date and sign the Voucher to declare goods to HMRC

Box H (b) – BF enters final date for re-exportation of the goods

Box H (c) – this can be flight number, BF reference etc

Box H (e) – BF stamps and signs the Voucher and detaches it from the Carnet (Voucher must be forwarded to NCU)

Counterfoil – BF completes, signs and stamps the “Clearance for Transit” section of the Transit Counterfoil (boxes 1-7)

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

**Step 1:**  
Scan the transaction QR code provided by the carnet holder/representative or enter manually corresponding data in the form below

Carnet ID/Number

Transaction code

Officer

Customs office

Next >

**Last transactions**

Carnet ID	Carnet number	Type	Time	Declared goods	Declared goods as not re-exported
28	ZZNEVEREXPIRE1	Exportation	12/06/2019 14:39	1-22	Cancel
28	ZZNEVEREXPIRE1	Validation	12/06/2019 14:18	1-26	Cancel

**1** Officer clicks on the barcode to open the scanner

**NOTE 1** – if scanner is not available, Carnet number and Transaction Code can be typed into the Customs app

**NOTE 2** – for sites with no public access to BF, Trader will submit a printed barcode

41062 - US8908-123456

3 Transit open

Transaction code  
**BSACADKF9WJUE3T87**

Verification code

**2** Officer scans the barcode from the Trader's phone and clicks on the "Next" button

**NOTE 1** – for sites with no public access to BF, Trader will submit a printed barcode

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 2:  
Check carnet data and validity

CARNET ID : 41062 CARNET NUMBER : US8908-123456 VALID UNTIL : 09/04/2022		TRANSIT IN	
Holder	Web Expert sàrl Puits-Godet 6 2000 Neuchatel CH	Carnet ID Carnet number Type	41062 US8908-123456 ATA
Representatives	Smith David Puits-Godet 6 2000 Neuchatel CH	Issued by	Any Issuing Association 1, My Street 1234 My City ZZ
	Cameron John Puits-Godet 6 2000 Neuchatel CH	Valid until	09/04/2022
		Items number	26
		Total value	USD 3,152.00
		Total weight	
		Intended use	Other
		Goods Examined	No

<< Previous step
Next step >>

3

Officer checks that the details shown in the app match the blue Transit Voucher of the paper Carnet

4

Officer clicks on Next Step

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 3:  
Check goods and put identification marks if required

CARNET ID : 41062 CARNET NUMBER : US8908-123456 VALID UNTIL : 09/04/2022		TRANSIT IN	
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▼ Declared goods

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	kg	
3	1	Article 2	ZZ	45.00	43.00	kg	
4 - 8	5	Article 3	ZZ	24.00	15.00	kg	
9 - 20	12	Article 4	ZZ	12.00	120.00	kg	
<b>Total</b>	<b>20</b>			<b>204.00</b>			

Means of transport

Packaging details

5

Officer checks the items declared by the Trader

**NOTE 1** – if the Trader declared incorrect items for transit compared to the paper Carnet – then the Officer can correct this by entering the correct item range and clicking on “Update” button.

6

Officer clicks on Next Step



1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 4:  
Review transaction information, fulfill additional fields and commit the transaction

CARNET ID : 41062 CARNET NUMBER : US8908-123456 VALID UNTIL : 09/04/2022	TRANSIT IN
--	------------

Customs Office: London Heathrow  
Officer: GB Customs  
Final date for duty-free re-exportation / production to customs:

Customs reference number:

Customs remarks:

Declared goods

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	kg	
3	1	Article 2	ZZ	45.00	43.00	kg	
4 - 8	5	Article 3	ZZ	24.00	15.00	kg	

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT


Step 5:  
Receipt (voucher & counterfoil)

CARNET ID : 41062 CARNET NUMBER : US8908-123456 VALID UNTIL : 09/04/2022	TRANSIT IN
--	------------

Customs Office: London Heathrow  
Officer: GB Customs  
Verification code: ADFZZ8FGWJA4QNR

In case of disagreement, enter the cancellation code provided by holder/representative to cancel the transaction and rollover

Verification QR Code



Declared goods

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	kg	
3	1	Article 2	ZZ	45.00	43.00	kg	
4 - 8	5	Article 3	ZZ	24.00	15.00	kg	
9 - 20	12	Article 4	ZZ	12.00	120.00	kg	
<b>Total</b>	<b>20</b>			<b>204.00</b>			

Print receipt
New transaction

7

Officer states time limit for re-exportation of the goods  
enters remarks / comments (if applicable)

8

Officer clicks on Commit

Officer can cancel the transaction by asking the Trader for the  
Cancellation Code

**NOTE 1** – if transaction is cancelled, then the Trader would need to  
prepare another Transit IN QR Code and steps 1-8 would have to be  
repeated

**NOTE 2** –Officer can print the simulated Transit Voucher (if  
required) by clicking on Print Receipt

10

CLICK ON NEXT TRANSACTION TO PROCESS ANOTHER TRANSACTION

## PROCESSING FOREIGN CARNETS – CLOSE TRANSIT (WHEN GOODS ARE RE-EXPORTED FROM UK)

1. Process the Transit Voucher and matching Counterfoil. Make sure the Voucher has been signed by the declarant and no of pieces re-exported are stated in F(a). BF will detach the Voucher and send to NCU. *Ensure that correct items are declared, especially for partial consignments.*

A.T.A. CARNET		CARNET A.T.A.	
T R A N S I T	A. HOLDER AND ADDRESS / Titulaire et adresse Web Expert Sarl Puits-Godet 6, 2000 Neuchatel, CH	G. FOR ISSUING ASSOCIATION USE / Réservé à l'association émettrice TRANSIT VOUCHER No. 1 Volet de transit N° :	
	B. REPRESENTED BY* / Représenté par* David Smith, John Cameron	a) CARNET No. Carnet N° US8908-123456	
	C. INTENDED USE OF GOODS / Utilisation prévue des marchandises Commercial Samples	b) ISSUED BY / Délivré par FOREIGN CHAMBER OF COMMERCE AND INDUSTRY	
	D. MEANS OF TRANSPORT* / Moyens de transport* <b>TRAILER</b>	c) VALID UNTIL / Valable jusqu'au 2022 / 04 / 09 year / month / day (inclusive) année / mois / jour (inclus)	
E. PACKAGING DETAILS (Number, Kind, Marks, etc.)* Détail d'emballage (nombre, nature, marques, etc.)* <b>5 CRATES</b>	FOR CUSTOMS USE ONLY / Réservé à la douane		
F. DECLARATION OF DESPATCH IN TRANSIT Déclaration d'expédition en transit I, duly authorised: / Je soussigné, dûment autorisé:	H. CLEARANCE FOR TRANSIT / Dédouanement pour le transit a) The goods referred to in the above declaration have been cleared for transit to the Customs Office at: / Les marchandises faisant l'objet de la déclaration ci-contre ont été dédouanées pour le transit sur le bureau de douane de :		
a) declare that I am despatching to: déclare expédié à : <b>NEW YORK AIRPORT</b> in compliance with the conditions laid down in the laws and regulations of the country/Customs territory of transit, the goods enumerated in the list overleaf and described in the General List under item No(s). / dans les conditions prévues par les lois et règlements du pays / territoire douanier de transit, les marchandises énumérées à la liste figurant au verso et reprises à la liste générale sous le(s) N°(s) <b>1 - 20</b>	b) Final date for re-exportation / production to Customs :* / Date limite pour la réexportation / la représentation à la douane des marchandises :* year / month / day (inclusive) année / mois / jour (inclus)		
b) undertake to comply with the laws and regulations of the country / Customs territory of transit and to produce these goods with seals (if any) intact, and this Carnet to the Customs Office of destination within the period stipulated by the Customs m'engage à observer les lois et règlements du pays / territoire douanier de transit et à représenter ces marchandises, le cas échéant sous scelllements intacts, en même temps que le présent carnet au bureau de douane de destination dans le délai fixé par la douane	c) Registered under reference No. :* / Enregistré sous le No. :*		
c) confirm that the information given is true and complete / certifie justes et complètes les indications portées sur le présent volet	d) Customs seals applied :* / Scelllements douaniers apposés :*		
	e) This voucher must be forwarded to the Customs Office at :* / Le présent volet devra être transmis au bureau de douane de :*		
	At / A Customs office / Bureau de douane Date (year/month/day) / Date (année/mois/jour) Signature and Stamp / Signature et timbre		
	Certificate of discharge by the Customs Office at destination Certificat de décharge du bureau de destination f) The goods referred to in the above declaration have been re-exported / produced :* / Les marchandises faisant l'objet de la déclaration ci-contre ont été réexportées / représentées :* g) Other remarks :* / Autres mentions <b>LHR - Cargo</b> At / A Customs office / Bureau de douane Date (year/month/day) / Date (année/mois/jour) Signature and Stamp / Signature et timbre		
	Place <b>LHR</b> Lieu	Date (year/month/day) / Date (année/mois/jour) <b>2021 / 07 / 01</b>	
	Name <b>David Smith</b> Nom		
	Signature <b>X</b> Signature		

A.T.A. CARNET / CARNET A.T.A.		CARNET No. / Carnet N° US 89/08-123456		
T R A N S I T	Clearance for transit / Dédouanement pour le transit 1. The goods described in the General List under item No(s). Les marchandises énumérées à la liste générale sous le(s) N°(s) have been despatched in transit to the Customs Office at ont été expédiées en transit par le bureau de douane de : 2. Final date for re-exportation/production to the Customs of goods* Date limite pour la réexportation/la représentation à la douane des marchandises* 3. Registered under reference No.* / Enregistré sous le N°* <b>1 - 20</b> year / month / day / année / mois / jour <b>2021 / 07 / 01</b>			
	4. <b>Ashford</b> Customs Office Bureau de douane	5. <b>Sevington</b> Place Lieu	6. <b>2021 / Apr / 22</b> Date (year/month/day) Date (année/mois/jour)	7. <b>2021 APR 22</b> Signal Sign
	Certificate of discharge by the Customs Office of destination / Certificat de décharge du bureau de destination 1. The goods specified in paragraph 1 above have been re-exported/produced* Les marchandises visées au paragraphe 1 ci-dessus ont été réexportées/représentées* 2. Other remarks* / Autres mentions*			
	Counterfoil / Souche No. / N°	3. <b>Cargo</b> Customs Office Bureau de douane	4. <b>LHR-UK</b> Place Lieu	5. <b>2021 / 07 / 01</b> Date (year/month/day) Date (année/mois/jour)
			6. <b>01 JUL 2021</b> Signal Sign	

Officer must complete, sign and stamp the Voucher and Counterfoil

F (a) – UK Carnet Holder must declare the items being re-exported in this box F (c) - Carnet Holder must date and sign the Voucher to declare goods to HMRC

Box H (g) – BF enters any info relevant to this transaction, name of the processing office, date transaction is processed and stamps and signs the Voucher. Voucher is detached from the Carnet and forwarded to NCU

Counterfoil – BF completes, signs and stamps the “Certificate of Discharge” section of the matching Transit Counterfoil (boxes 1-6)

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

**Step 1:**  
Scan the transaction QR code provided by the carnet holder/representative or enter manually corresponding data in the form below

Carnet ID/Number

Transaction code

Officer

Customs office

Next >

**Last transactions**

Carnet ID	Carnet number	Type	Time	Declared goods	Declared goods as not re-exported
28	ZZNEVEREXPIRE1	Exportation	12/06/2019 14:39	1-22	Cancel
28	ZZNEVEREXPIRE1	Validation	12/06/2019 14:18	1-26	Cancel

1

Officer clicks on the barcode to open the scanner

**NOTE 1** – if scanner is not available, Carnet number and Transaction Code can be typed into the Customs app

**NOTE 2** – for sites with no public access to BF, Trader will submit a printed barcode

41062 - US8908-123456

3 Transit close

Transaction code  
**B2AEVF9YTEUK5RUC2**

Verification code

2

Officer scans the barcode from the Trader's phone and click on the "Next" button

**NOTE 1** – for sites with no public access to BF, Trader will submit a printed barcode



1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 2:  
Check carnet data and validity

CARNET ID : 41062 CARNET NUMBER : US8908-123456 VALID UNTIL : 09/04/2022		TRANSIT OUT	
Holder	Web Expert sàrl Puits-Godet 6 2000 Neuchatel CH	Carnet ID Carnet number Type	41062 US8908-123456 ATA
Representatives	Smith David Puits-Godet 6 2000 Neuchatel CH	Issued by	Any Issuing Association 1, My Street 1234 My City ZZ
	Cameron John Puits-Godet 6 2000 Neuchatel CH	Valid until	09/04/2022
		Items number	26
		Total value	USD 3,152.00
		Total weight	
		Intended use	Other
		Goods Examined	No

<< Previous step
Next step >>

3

Officer checks that the details shown in the app match the blue Transit Voucher of the paper Carnet

4

Officer clicks on Next Step

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 3:  
Check goods and put identification marks if required

CARNET ID : 41062 CARNET NUMBER : US8908-123456 VALID UNTIL : 09/04/2022		TRANSIT OUT	
--	--	-------------	--

▼ Declared goods

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	kg	
3	1	Article 2	ZZ	45.00	43.00	kg	
4 - 8	5	Article 3	ZZ	24.00	15.00	kg	
9 - 20	12	Article 4	ZZ	12.00	120.00	kg	
<b>Total</b>	<b>20</b>			<b>204.00</b>			

Means of transport

Packaging details

5

Officer checks the items declared by the Trader

**NOTE 1** – if the Trader declared incorrect items for re-export – then the Officer can correct this by entering the correct item range and clicking on “Update” button.

6

Officer clicks on Next Step

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT

Step 4:  
Review transaction information, fulfill additional fields and commit the transaction

CARNET ID : 41062 CARNET NUMBER : US8908-123456 VALID UNTIL : 09/04/2022	TRANSIT OUT
--	-------------

Customs Office : London Heathrow  
Officer : GB Customs  
Customs reference number :   
Customs remarks :

Declared goods

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	kg	
3	1	Article 2	ZZ	45.00	43.00	kg	
4 - 8	5	Article 3	ZZ	24.00	15.00	kg	

7

8

Officer states what course of action was taken for any items not re-exported (i.e. goods diverted to home use + duty paid etc).

Customs Reference can be Duty Paid Receipt / Customs entry, AWB, CMR etc

Officer clicks on Commit

1 SCAN
2 CHECK CARNET
3 CHECK GOODS
4 COMMIT
5 RECEIPT


Step 5:  
Receipt (voucher & counterfoil)

CARNET ID : 41062 CARNET NUMBER : US8908-123456 VALID UNTIL : 09/04/2022	TRANSIT OUT
--	-------------

Customs Office : London Heathrow  
Officer : GB Customs  
Verification code : ADFZZ8FGWJA4QNR

In case of disagreement, enter the cancellation code provided by holder/representative to cancel the transaction and rollover

Verification QR Code



Declared goods

Item No.	No. of pieces	Desc. of goods	Country of origin	Value (USD)	Weight/Volume	Unit	Identification marks
1 - 2	2	Article 1	ZZ	123.00	1.00	kg	
3	1	Article 2	ZZ	45.00	43.00	kg	
4 - 8	5	Article 3	ZZ	24.00	15.00	kg	
9 - 20	12	Article 4	ZZ	12.00	120.00	kg	
<b>Total</b>	<b>20</b>			<b>204.00</b>			

Print receipt
New transaction

9

10

Officer can cancel the transaction by asking the Trader for the Cancellation Code

**NOTE 1** – if transaction is cancelled, then the Trader would need to prepare another Transit Out QR Code and steps 1-8 would have to be repeated

**NOTE 2** –Officer can print the simulated Transit Voucher (if required) by clicking on Print Receipt

CLICK ON NEXT TRANSACTION TO PROCESS ANOTHER TRANSACTION



## HOW TO EXTEND FINAL DATES FOR RE-EXPORTATION AND RE-IMPORTATION (ON DIGITAL CARNETS)

In order to extend the period of temporary admission within the host customs territory (in cases where the time limit for Re-exportation of the goods was set to a date which is less than the overall validity of the Carnet), the Customs officer must first process the Re-exportation transaction to regularize the original Importation.

The next step would be to process a new Importation transaction with the extended date (the Customs officer will, therefore, request the Holder to initiate a Re-exportation transaction on their smartphone and an Importation transaction thereafter).

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***NOTE 1** – most UK Officers will align the time limit for re-exportation of the goods with the Carnet validity date. Extension of the time limit on any such Carnets will, therefore, not be possible (as each Carnet can only be valid for 12 months after issue).*

*The Holder will need to apply for a **Replacement Carnet** instead (the Holder must first obtain approval from the NCU to extend the period of temporary admission in the UK. This is then forwarded to the Chamber that issued the original Carnet with a view to issuing a Replacement).*

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## HOW TO PROCESS REPLACEMENT CARNETS (APPLICABLE TO NCU ONLY)

Replacement Carnets allow the goods to remain in the territory of temporary importation. The process requires that both the original and Replacement Carnet are presented and endorsed in tandem. Paper and digital processing procedures are as follows:

### **Paper Carnet procedure**

In the United Kingdom, Replacement Carnet procedure for foreign ATA Carnets in temporary admission in the UK is carried out by the **NCU** (the below procedure, therefore, only applies to NCU):

UK issued Replacement Carnets (issued to extend period of temporary admission of UK goods abroad):

- Front Cover (Box H) must be validated by NCU before the Carnet can be used abroad

Foreign issued Replacement Carnets (issued to extend period of temporary admission of foreign goods in the UK):

- NCU must receive both the Original and Replacement Carnet
- Process Re-exportation on the Original Carnet and enter “liability transferred to Replacement Carnet no xxxxxx”
- Process Importation on the Replacement Carnet and enter “liability transferred from Carnet no xxxxxx”
- Return both Carnets to the trader (trader then keeps using the Replacement Carnet for any subsequent transactions)

#### RE-EXPORTATION VOUCHER FROM THE ORIGINAL CARNET

<b>F. RE-EXPORTATION DECLARATION</b> Déclaration de réexportation I, duly authorised: / Je soussigné, dûment autorisé:		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:
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)		d) Registered under reference No.: / Enregistré sous le N°:
which were temporarily imported under cover of importation voucher(s) No(s). / (s) qui ont été importées temporairement sous le couvert du (des) volet(s) d'importation N°(s)		e) This voucher must be forwarded to the Customs Office at:
of this carnet / du présent carnet		f) Other remarks: / Autres mentions:
b) declare that goods produced against the following item No(s), are not intended for re-exportation: / Je déclare que les marchandises non représentées et reprises sous le(s) N°(s) suivant(s) ne sont pas destinées à la réexportation:		<b>LIABILITY TRANSFERRED TO CARNET NO XXXX CUSTOMS OFFICE / LOCATION</b>
c) declare that goods of the following item No(s), not produced, are not intended for re-exportation: / Je déclare que les marchandises non représentées et reprises sous le(s) N°(s) suivant(s) ne seront pas réexportées ultérieurement:		<b>HOST CUSTOMS STAMP + SIGNATURE</b>
<b>ITEMS XXX-XXX WILL REMAIN IN XX-ON REPLACEMENT CARNET GB/XXXXX-ATA CARNET GB/XXXXXXX</b>		Customs office / Bureau de douane
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)
e) confirm that the information given is true and complete / certifie justes et complètes les indications portées sur le présent volet		Signature and Stamp / Signature et timbre
*If applicable / *S'il y a lieu		Place / Lieu
re-exp.		Date (year/month/day) / Date (année/mois/jour)
Name / Nom		COMPLETE + SIGN THIS SECTION BEFORE HANDING TO HOST CUSTOMS
Signature		CARNET HOLDER

#### IMPORTATION VOUCHER FROM THE REPLACEMENT CARNET

<b>F. TEMPORARY IMPORTATION DECLARATION</b> Déclaration d'importation temporaire I, duly authorised: / Je soussigné, dûment autorisé:		year / année month / mois day (inclusive) / jour (inclus)
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)		c) Registered under reference No.: / Enregistré sous le N°:
b) declare that the said goods are intended for use at: / Je déclare que les marchandises sont destinées à être utilisées à:		d) Other remarks: / Autres mentions:
<b>1 - XXXXXXXX</b>		<b>LIABILITY TRANSFERRED FROM ATA CARNET NO XXXX</b>
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 regularise 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		<b>CUSTOMS OFFICE / LOCATION</b>
d) confirm that the information given is true and complete / certifie justes et complètes les indications portées sur le présent volet		<b>HOST CUSTOMS STAMP + SIGNATURE</b>
*If applicable / *S'il y a lieu		Customs office / Bureau de douane
Place / Lieu		Date (year / month / day) / Date (année / mois / jour)
Name / Nom		Signature and Stamp / Signature et timbre
Signature		COMPLETE + SIGN BEFORE HANDING TO HOST CUSTOMS
imp.		CARNET HOLDER

THIS IS HOW THE CARNET VOUCHERS ARE ENDORSED BY CUSTOMS AND HOLDER VOUCHERS ARE RETAINED BY HOST CUSTOMS

#### RE-EXPORTATION COUNTERFOIL FROM THE ORIGINAL CARNET

<b>1. The goods described in the General List under Item No(s).</b> Les marchandises énumérées à la liste générale sous le(s) N°(s)		<b>1 - XXXXXXXX</b>
<b>2. Action taken in respect of goods produced but not re-exported.</b> Mesures prises à l'égard des marchandises non représentées et non destinées à une réexportation ultérieure:		of this Carnet have been re-exported / du présent carnet ont été réexportées:
<b>3. Action taken in respect of goods not produced and not intended for later re-exportation.</b> Mesures prises à l'égard des marchandises non représentées et non destinées à une réexportation ultérieure:		<b>LIABILITY TRANSFERRED TO REPLACEMENT CARNET NO XXXX</b>
<b>4. Registered under reference No. / Enregistré sous le N°</b>		<b>CUSTOMS STAMP + SIGNATURE</b>
Counterfoil 1 / Souche No. 1	5. XXXXXXXXXX Customs Office / Bureau de douane	6. XXXXXXXXXX Place / Lieu
	7. XX / XX / XX Date (year / month / day) / Date (année / mois / jour)	Signature and Stamp / Signature et timbre

#### IMPORTATION COUNTERFOIL FROM THE REPLACEMENT CARNET

<b>1. The goods described in the General List under Item No(s).</b> Les marchandises énumérées à la liste générale sous le(s) N°(s)		<b>1 - XXXXXXXX</b>
<b>2. Final date for re-exportation / production to the Customs of goods.</b> Date limite pour la réexportation / la représentation à la douane, des marchandises:		year / année month / mois day / jour <b>XX / XX / XX</b>
<b>3. Registered under reference No. / Enregistré sous le(s) N°</b>		<b>CUSTOMS STAMP + SIGNATURE</b>
<b>4. Other remarks: / Autres mentions:</b>		<b>LIABILITY TRANSFERRED FROM CARNET NO XXXXX</b>
Counterfoil 1 / Souche No. 1	5. XXXXXXXXXX Customs Office / Bureau de douane	6. XXXXXXXXXX Place / Lieu
	7. XX / XX / XX Date (year / month / day) / Date (année / mois / jour)	Signature and Stamp / Signature et timbre

THIS IS HOW CARNET COUNTERFOILS ARE ENDORSED BY CUSTOMS TO TRANSFER LIABILITY FROM THE ORIGINAL CARNET TO REPLACEMENT

COUNTERFOILS STAY IN THE CARNET

## Digital Carnet procedure

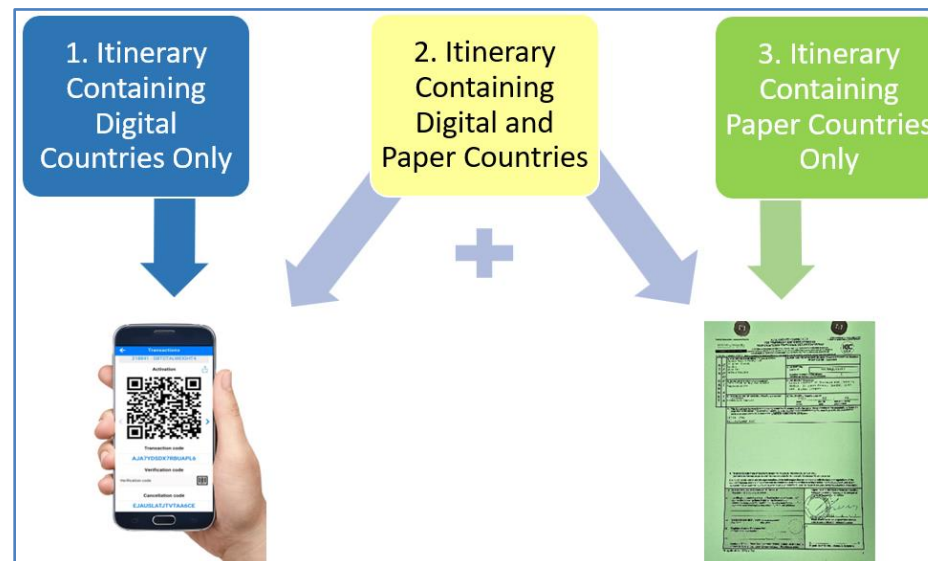
- process relevant digital transactions as follows (Home Customs = NCU when processing UK issued Carnets / Foreign Customs = NCU when processing foreign issued Carnets):

Home customs	Foreign customs
Replacement carnet: Validation	
Replacement carnet: Exportation	
Original carnet: Re-importation	
	Replacement carnet: Importation
	Original carnet: Re-exportation
	Replacement carnet: Re-exportation
Replacement carnet: Re-importation	

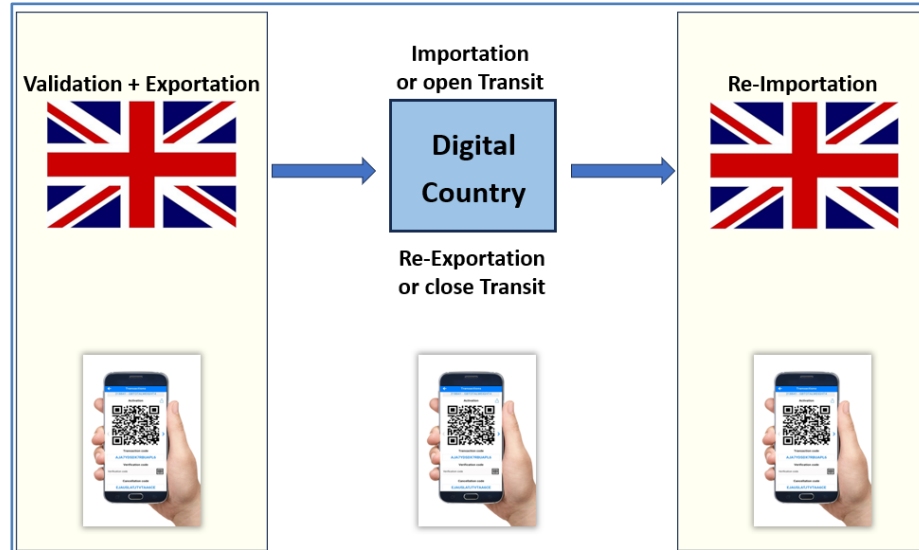
## TRANSITION PERIOD – WHAT HAPPENS WHEN DIGITAL CARNETS GO LIVE (Q3 2025)?

Countries will go digital at different times meaning that Border Force will be required to process both digital and paper Carnets (depending on the trader's itinerary). This phase is called "Transition Period" and will last until all countries have implemented digital Carnet procedures.

The type of ATA Carnet the trader will present will depend on whether the itinerary involves paper or digital countries (or both):

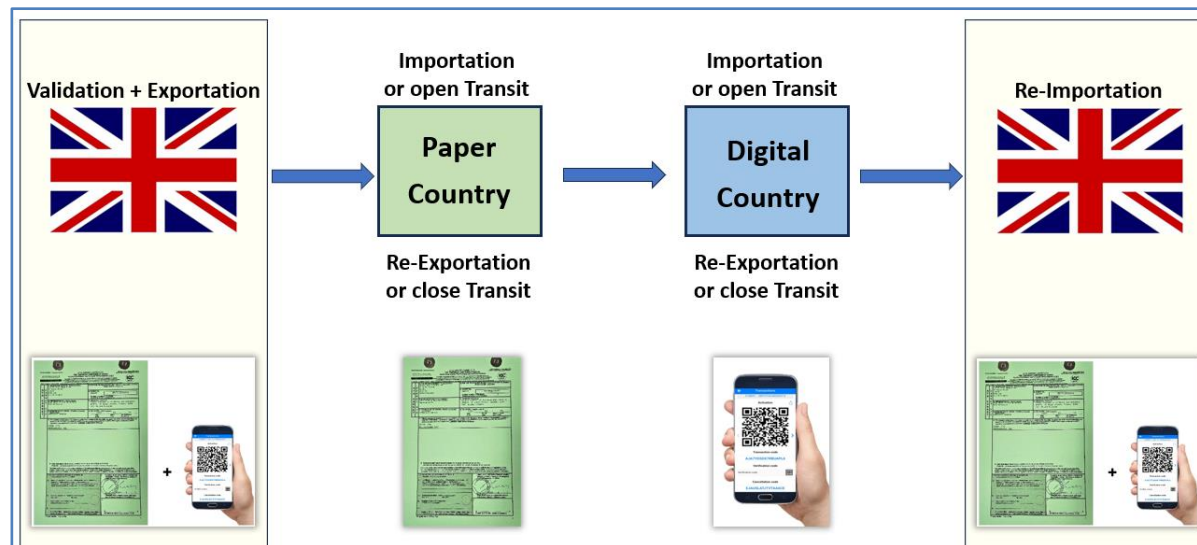


### Scenario 1 (Itinerary containing digital countries only):



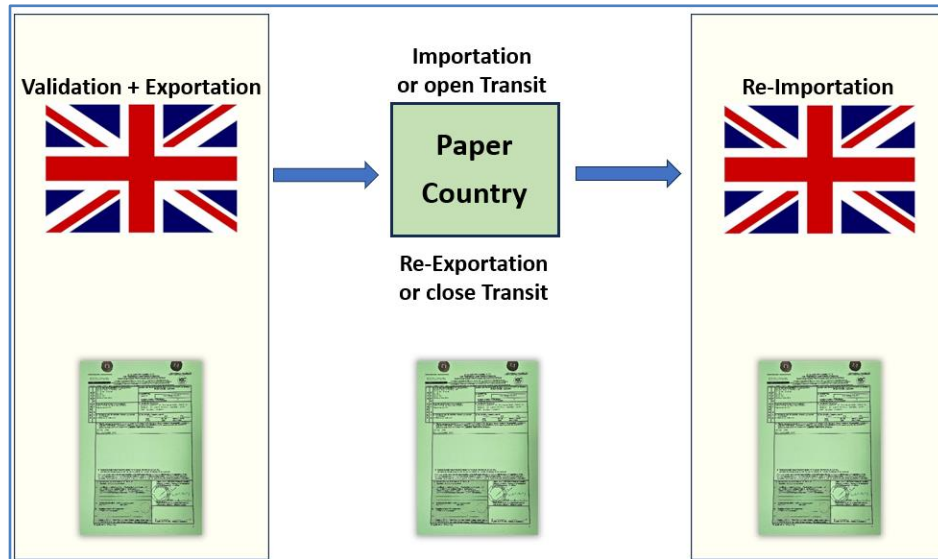
- UK trader will present the digital Carnet only
- All transactions will be done digitally
- **No paper Carnet involvement in the transaction**

### Scenario 2 (Itinerary containing paper and digital countries):



- UK trader will present both paper+ digital Carnet
- Both Carnets will have the same Carnet number and content (General List, Holder etc)
- For UK Carnets, process both Carnets at export and reimport (**trader may have to use either paper or digital Carnet on arrival to the destination depending on what type of Carnet is accepted there**)
- For foreign Carnets coming to UK, process either paper or digital Carnet (not both). **Foreign trader will present a digital or paper Carnet depending on what their country can issue + process**

### Scenario 3 (Itinerary containing paper countries only):



- 
- UK trader will present the paper Carnet only
  - All transactions will be done on paper
  - No digital Carnet involvement in the transaction
- 

### CARNET FREQUENTLY ASKED QUESTIONS

This section aims to provide answers to the most frequently encountered questions when processing ATA Carnets:

1. What should be done with the Carnet Vouchers that have been processed and retained by an Officer?
  - Vouchers must be forwarded to NCU (NCU will match transactions and raise a claim if the goods have not been re-exported)
2. When are Letters of Authorisation / POA required?
  - If the Voucher has been signed by a person that is not listed in Box B of the Front Cover. Letter must be on the Company Letterhead and signed by the person whose signature is in Box J of the Front Cover
  - Note – if the person declaring the goods is named in Box B or the Voucher is presented + signed by the Holder (whose signature matches signature in Box J of the Carnet) – then Letter of Authorisation is NOT required

3. Are split consignments allowed on ATA Carnets?
  - Yes. Officer must ensure that the Holder has declared correct items in section F of the relevant Voucher (**the Officer in turn states those same items on the Counterfoil**)
4. UK goods are returning from abroad after the Carnet has expired. Can I still endorse re-importation?
  - Yes. Officer can process the Voucher and Counterfoil as usual, but state “Carnet expired - processed without prejudice” in Remarks box (**Note – the trader should provide a valid reason as to why the goods are re-imported after expiry**)
5. Trader presents with a Carnet that has already been used, but the Front Cover has not been Validated?
  - If UK Carnet – validate Front Cover retrospectively
  - If FOREIGN Carnet – reject the Carnet (unless LCCI or the foreign issuing Body confirms that the document is genuine)
6. Can I process the Carnet if the previous transaction is missing (i.e. trader is re-importing goods but re-export from France is missing)?
  - Yes. Process the transaction that the trader presents
7. There are insufficient Vouchers left in the Carnet to process the transaction. What can be done?
  - Contact the UK NGO (LCCI contact details in section below) who will issue additional vouchers
8. Carnet goods contain dual use goods / goods subject to export controls. Can I process the Carnet?
  - Yes, but ONLY if the trader presents valid permit / licence for the goods (CITES, Export Licence etc)
9. Foreign trader wishes to extend the period of temporary admission in the UK beyond the validity of the Carnet
  - Trader must contact NCU to get approval for extension (if approved, NCU will terminate the original Carnet and transfer liability to the new / Replacement Carnet)
10. Trader has lost the Carnet whilst in the UK. What should they do?
  - Trader must contact their Issuing Body and obtain a “Substitute” Carnet. This will be exact copy of the original Carnet with “Substitute” or “Duplicata” stated on the Front Cover. Substitute Carnet must have its Front Cover validated by the Customs of country of issue. **BF must bear in mind that Substitute Carnets will contain no previous transactions – process the Importation or Re-exportation as usual (as long as the Front Cover has been validated)**

11. Foreign Trader wishes to divert their goods to home use – goods entered UK on a foreign Carnet
- Trader must contact NCU who will obtain payment of any relevant duties and process a Customs Entry for permanent import
12. A piece of luggage is lost on arrival – the Holder prepared a declaration containing all items. What can be done?
- Paper Carnet – Option1. Airline keeps the Carnet until the luggage has been found. The Holder returns to collect the lost luggage and declares all items to Customs. Option 2 (preferred) – Holder corrects item range on the Voucher and declares partial consignment. Once the luggage is found, the Holder collects luggage and declares remaining items on a separate Voucher (i.e. as new declaration)
  - Digital Carnet – Option 1. Holder leaves the QR code with airline (email or printout). Once the missing item has been found, the airline presents the QR code to Border Force and the consignment is processed for all items (as originally declared). Option 2 (preferred) Officer can either a) correct the items declared in Screen 3 of the original declaration and explain what happened in the remarks box or b). Officer cancels existing declaration (Trader will need to provide Cancellation code to the Officer). Once the luggage is found, the Holder prepares a new declaration (QR code) for the missing items and Customs process this as a separate transaction.
13. Border Force Officer processing Carnets is in a location which is off limits to the public. In the paper environment, a port operative would bring the paperwork to Border Force for processing. How can digital Carnet declaration be processed in such a setting:
- QR Code (digital declaration) can be printed and handled in line with the current (paper) procedures
  - QR Code can be emailed to the Border Force Officer processing the declaration
  - If the front desk uses an internal software / app which is accessible to the Border Force (i.e. IBF app) – the front desk Officer can enter the Transaction Reference and Carnet ID into the internal app. Border Force can then process it remotely by copy-pasting the code + ID into the eATA Customs Portal
  - Trader / Agent presenting the QR code at the Front Desk can add a “pre-declaration” to their QR code. This will enable Border Force to process the declaration remotely (without having to scan the QR code or copy-pasting the Transaction ref + ID).  
**When creating a pre-declaration, trader can also attach other documents to the digital Carnet (i.e. GMR code, other docs etc)**
14. What can be done if the Port System or internet is down and the Trader needs to declare their items (on a digital Carnet)?
- Trader can forward (email, WhatsApp, MMS etc) the relevant QR code to Officer or leave a printout. This will allow Transaction to be processed when systems are up and running again
  - Officer can log into the Customs Portal on their mobile device and process the digital transaction this way

15. Can the Officer check the content of the digital Carnet declaration without processing the transaction?

- Officer can scan the QR code and check details of the declaration in screens 1-4. Exiting the declaration without committing transaction (i.e. without clicking on the “Commit” button) will leave the declaration in its original state / unprocessed
- If the Holder submitted a pre-declaration, the Officer can access details of the declaration without having to scan the QR code (as above, the declaration will remain unprocessed provided the Officer doesn’t use the “Commit” button)

#### PILOT SUPPORT – USEFUL INFO AND WHERE TO REPORT PROBLEMS

Instructions on how to use the Customs Portal can be accessed [HERE](#)

Instructions on how to use Carnet Wallet (for members of public / Carnet Users): [HERE](#) FAQs: [HERE](#)

Problems with logging into the app / login details (BF / HMRC only):

- Mohibur Rahman (HMRC) - [mohibur.rahman@hmrc.gov.uk](mailto:mohibur.rahman@hmrc.gov.uk) (during the pilot only)

ATA Carnet queries (general information, queries for the Issuing Chamber, help with processing Carnets) :

020 7203 1714 / Email: [queries@uknataco.co.uk](mailto:queries@uknataco.co.uk)

Information on the pilot as well as the Carnet Holder guides: <https://digital.Carnet.Pilot.uknataco.co.uk>

Report a problem with the app or provide a suggestion for further functionality (BF / HMRC / Public):

- Davor Antonic-Mckinley (LCCI) – [d.mckinley@uknataco.co.uk](mailto:d.mckinley@uknataco.co.uk) or [dmckinley@londonchamber.co.uk](mailto:dmckinley@londonchamber.co.uk)