I [Name ] herby confirm that I am duly representing the following establishment (Importer of Record):

|  |  |
| --- | --- |
| **Company Name** | Click or tap here to enter text. |
| **Address** | Click or tap here to enter text. |
| Click or tap here to enter text. |
| Click or tap here to enter text. |
| **Post Code** | Click or tap here to enter text. |
| **Company Reg** | Click or tap here to enter text. |

|  |  |
| --- | --- |
| **EORI** | Click or tap here to enter text. |
| **Deferment Account (if held)** | Click or tap here to enter text. |
| **Customs Procedure(s) (CPC)** | Click or tap here to enter text. |
| **Tariff Heading(s)** | Click or tap here to enter text. |
| **Clearance under PVA\* (Postponed Vat Accounting) YES/NO** | Yes / No (please highlight Yes or No) |
| **Account Application Form Completed**  (You must be a permanent UK business established and a physical identity / office within the UK) | Yes / No (please highlight Yes or No) |

The following subsidiaries are authorized agencies and are part of the Customs Support UK Group: UK Customs Solutions Limited, KSI Portlink Limited, Osborn Customs Services Limited, Ashford Applications\*, Duty Management Services\* and Britannia Bureau Ltd\*.

.  \*Britannia, AA and  DMS are not members of BIFA and trade under their own terms and conditions.

The above noted company hereby appoints the UK operating companies that are part of Customs Support UK Group as defined below (together referred to as "Customs Support UK entities”) as direct customs representatives to carry out acts and formalities required under the customs legislation in the name and on behalf of the principal. Customs Support UK entities are hereby authorized to e.g., fill in, sign, lodge and amend all customs and shipping entries, and transportation completed on Principal’s behalf under **DIRECT REPRESENTATION**. This applies to allshipments effective from 1st of January 2022 until terminated by the principal in writing subject to a one-month notice period. Customs Support UK entities are authorised to pay all charges on our behalf to HM Revenue & Customs which Principal will reimburse to the Customs Support UK entities.

The principal hereby authorises Customs Support UK entities to act in its name and on its behalf when lodging import and export declarations to HM Revenue & Customs and represents that all information and documentation that will be supplied to Customs Support UK entities for or in connection with the assigned work, is correct and complete. All business undertaken by Customs Support UK entities is exclusively subject to the British International Freight Association Standard Trading Conditions 2021 edition (England), which can be downloaded via the link: <https://www.bifa.org/trading-conditions/bifa-stc-2021>.

If standing authority is not provided, then ‘specific’ clearance instructions will need to be supplied for each individual shipment. \*Clearances agreed under PVA will remain until you instruct otherwise.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **TO BE COMPLETED BY A [COMPANY] SENIOR EMPLOYEE** | | | | |
| Date: | DD/MM/YY | |  |  |
| Authorised Signatory: | |  | | |
| Full Name: | | Click or tap here to enter text. | | |
| Title/Position: | | Click or tap here to enter text. | | |