



Name

EORI number

Location you wish to cover

Postcode

Additional conditions of authorisation to be agreed between HM Revenue and Customs (office of departure) and the holder of the authorisation (the authorised consignee).

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## For goods arriving at your authorised locations under cover of a Transport International Routiers (TIR) carnet

What types of goods do you intend to receive at your authorised locations?

What modes of transport will be used to transit goods to your authorised locations?

Tell us about the prescribed controls to be applied to any:

- seals that are broken or tampered with, or other apparent external damage to the packaging or container
- irregularities and discrepancies concerning the goods (such as, substitution, misdeclaration, shortage)

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## For authorised locations in Northern Ireland only

For goods arriving at your authorised locations under cover of a New Computerised Transit System (NCTS) Transit Accompanying Document (TAD) you must select the duration of the automatic 'time out' period, after which you'll automatically receive the 'Unloading Permission' on the NCTS and you may unload the goods.

**Tick the box to show which timeout you require and explain your reason in the box below**

Fast parcel operators – 10 minutes

Other types of air freight – 15 minutes

Facilities receiving perishable goods – 15 minutes

All other consignee facilities – 30 minutes

10 minutes ☐

15 minutes ☐

30 minutes ☐

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## The arrangements and time limit for presenting the Transport International Routiers (TIR) carnet, and (if used) the New Computerised Transit System (NCTS) Transit Accompanying Document (TAD) and any list of items to the office of destination

**If requested how would you make the records available?**

Please note that you only need to complete this question if requested by the Supervising Office.

Provide details of the systems and procedures you'll use to maintain a complete and auditable arrivals register that records the following information:

- the location of the consignment
- the date and time when the office of destination is informed
- the date and time when the unloading of the means of transport started
- identity of the means of transport
- the type of transit procedure used
  - T1 (not duty paid)
  - T2 (duty paid in the EU)
  - T2F (duty paid in an EU special territory)
  - UK domestic status
- the Movement Reference Number (MRN)
- the name of the office of departure
- the type, number and date of any subsequent declarations with details of the related invoices
- the identifying numbers of any licences and/or certificates used, if appropriate
- details of the customs approved treatment or use to which the goods were assigned subsequent to the ending of the Union Transit procedure

**Tell us about the format and content of your arrivals register**

**Tell us about the arrangements for the temporary storage of the goods received at your authorised locations and for fulfilling the legal obligation to then assign them to a customs approved treatment or use**

**Tell us about the arrangements and time limit for entering the results of the unloading into your records**

**Tell us about TIR operations arriving at your authorised location not accompanied by an NCTS TAD and the arrangements and time limit by which you'll:**

- notify the office of destination of the arrival of the goods
- receive the unloading permission, subsequent to notifying the office of destination of the arrival of the goods

**Tell us about the arrangements and time limits by which you will inform the office of destination if goods arrive at your authorised locations in error under cover of any other form of transit document**

I, the authorised consignee, understand that my authorisation may exclude the receipt of specifically defined categories or movements of goods, depending upon any legal provision in force or other relevant conditions, for example, any restrictions attached to the approval of my premises.

Goods excluded from the TIR guarantee in the European Union as detailed below will also be excluded from this authorisation.

**The excluded goods are**

Please note that the competent office associated with authorised locations will be confirmed in the authorisation notice issued if your application is successful.

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## Declaration

To the best of my knowledge and belief, the information I've given in this document is accurate and any accompanying documents are authentic. If my application is accepted, I'll tell HM Revenue and Customs about anything arising after the authorisation has been granted which may influence its continuation or content.

**Signature**

**Date** DD MM YYYY

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**Full name**

**Status** (for example, proprietor, partner, director)

**Organisation**

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## What to do now

Send the application and any other accompanying documents to:

Transit Authorisations Team  
BT-CCTO  
HM Revenue and Customs  
BX9 1EH

You can choose to submit this form and any attachments by email to [nationalsimplifications.ccto@hmrc.gov.uk](mailto:nationalsimplifications.ccto@hmrc.gov.uk)

Please be aware there is an email data limit when sending emails to HMRC. If you're looking to send over 8MB you may need to split your submission over more than one email or compress the size of any data and attachments.