

**Guidelines for use of NCTS interface
for lodging transit declarations by non-authenticated persons
Version 1.0**

The guidelines describe lodging the common/Community transit declarations including security data by the customers in the data exchange system NCTS. Processing the transit declarations, which do not include the security data, differs only in the composition of the data elements.

Note! After lodging the declaration you will be given the number of the declaration and please put this number down for subsequent use.

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1. Introduction

1.1 Objective

Since 1 July 2009, with the view of minimising the risks accompanying the goods entering or leaving the Community, the measures of security and safety are introduced.

The Estonian Tax and Customs Board has implemented a new computerised data exchange system NCTS. NCTS enables to transmit and process the transit declarations which are used in the role of the summary declarations, i.e. they include security data.

The objective of the electronic data exchange system NCTS is to enable the customers to transmit the computerised data on goods moving under cover of the TIR procedure or common/Community customs procedure to the customs authorities and also to exchange information between the Community customs authorities.

1.2 Brief outline of NCTS

NCTS is web-based system, i.e. it can be used by means of any computer which has access to the internet. Log in the system is possible either via the internet bank or a link available on the website of the Estonian Tax and Customs Board (hereinafter *ETCB*) (www.emta.ee) to the e-Tax Board/e-Customs, provided that provisionally an appropriate right granted by ETCB has been acquired.

This web interface for lodging the transit declarations by a non-authenticated person is designated for such economic operators who do not yet hold the aforementioned right granted by ETCB. This web interface enables to transmit the declaration data into the NCTS without storing the data, i.e. subsequently it would not be possible to view or amend the declared information.

After transmitting the declaration data to the customs authorities a customer should apply for a customs official in the customs office of departure and notify the customs official of the Local Reference Number (hereinafter *LRN*) generated by the computerised system.

Customs clearance shall be terminated by printing out of NCTS a "TAD" or a "TSAD" including a MRN and a bar code to accompany the goods.

Upon release of goods for transit the appropriate advance notices shall be sent to the customs office of destination and to the customs office *en route*, if the latter is indicated. When the customs transit declarations are bound for EFTA countries (Norway, Switzerland, Island, Liechtenstein) entering a customs office *en route* is mandatory.

Upon termination of the transit operation the customs office of destination shall transmit the electronic messages "Arrival Advice" and "Control Results" to the customs office of departure to discharge the customs transit procedure.

1.3 Abbreviations

Abbreviation	Meaning
AAR	Anticipated Arrival Record
CCIP	Commission Regulation (EEC) No 2454/93 of 2 July 1993 laying down provisions for the implementation of Council Regulation (EEC) No 2913/92 establishing the Community Customs Code
EORI	Economic Operators Registration and Identification number in the EC common database
ETCB	Estonian Tax and Customs Board
GRN	Guarantee Reference Number
LRN	Local Reference Number generated automatically by the computerised system
<i>LTA (Abbreviation in Estonian)</i>	Customs office of departure means a customs office where the transit operation begins.
LUBA	Authorisations management system
MRN	Movement Reference Number generated automatically by the computerised system
<i>STA (Abbreviation in Estonian)</i>	Customs office of destination means a customs office where the transit operation ends.
TAD	Printout of the NCTS (copy A) whereon the computerised system in the customs office of departure generates a movement reference

	number MRN (produced in the form of a bar code on the printout). An authorised consignor may also print it out. It will accompany the goods.
TC11	A form provided in Annex 47 of the Commission Regulation No. 2454/93 which is completed by a principal and endorsed by a customs official of the customs office of destination. Existence of an endorsed form proves that the goods have been presented to the customs office of destination. But it is not an alternative proof.
TCB	Regional Tax and Customs Centre of ETCB
TSAD	TAD document which contains the security data. It is a transit declaration in the role of a summary declaration.
<i>VTA (Abbreviation in Estonian)</i>	Customs office of transit means: (i) a customs office at the point of exit from the customs territory of the Community when the consignment is leaving the aforementioned territory in the course of the transit operation crossing the border between the Member State and a third country which is not an EFTA country, or (ii) a customs office at the point of entering the customs territory of the Community when in the course of a transit operation the goods have transited the territory of a third country.

1.4 Terms




Term	Meaning
Access code to the guarantee	A secret code generated by the computerised system and given to the principal upon registration of the guarantee in an office of guarantee. The principal may change the access code or add new codes.
Authorised consignee	An undertaking where the customs authorities have issued an authorisation to discharge the customs transit procedure without presenting the goods to the office of destination. Holder of an authorised consignee's authorisation for a transit movement issued by the LUBA system.
Authorised consignor	An undertaking, being the principal, to whom the customs authorities have issued an authorisation to start the customs transit procedure without presenting the goods to the office of departure. Holder of an authorised consignor's authorisation for the transit movement issued by the LUBA system.
Consignment	Goods covered by a single customs transit declaration and dispatched at the same time from the same customs office of departure by means of the same commercial means of transport from the same consignor to the same consignee in the same office of destination.
Fallback procedure	Paper-based procedure
Guarantee	A principal submits a guarantee to the customs authorities for ensuring the customs debt that may incur during the transit operation.
Message	Predetermined and approved form of electronic data interchange.
Office of Guarantee	A customs office designated by ETCB for accepting the comprehensive guarantee. In general, the regional TCBs serve this function.
Principal	A person who arranges the transit movement of goods from the

	customs office of departure to the customs office of destination and who has a guarantee.
Sensitive goods	List of goods entered in the declaration in a greater amount than the minimum quantity included in the respective list may bring along application of additional measures (Annex 44C of the implementing provisions of the Community Customs Code provided in the Regulation No 2454/93). Entering a 6-digit HS code is required.
Status	Systematised status of the consignment and the customs transit declaration in the office of departure and office of destination.
Summary declaration	Entry or exit summary declaration containing the security data in compliance with Annex 30A CCIP.
TIR system	IT application of ETCB for processing the TIR Carnets and for exchange of messages.
X-Road	Information exchange layer of the state X-Road means a technical and organisational environment which enables to arrange a secure internet-based exchange of information between the digital databases of different state authorities and to secure the exchange of information between the authorities/persons, and also, to arrange access for the persons to the stored and processed information maintained in the databases.

2. Application of NCTS

2.1 Buttons used in the system

Buttons available:

On the upper part of the Desktop there are the following icons    meaning "REFRESH", "PRINT" and "HELP".

On the List row the icons in the following forms    are displayed for performing the following functions:



– a magnifier (View)




– a wrench (Amend)



– a red cross (Delete)



– see amendments (on a History page)

 **31A - Kauba kirjeldus:**

[31A - Description of goods]

– a superscript in the form of a small button before the heading of the box shows that completing this box is mandatory. This small button may also mean that entering the data in the whole line or the whole block is mandatory.



– an asterisk by the goods item means that this box shall not be completed where the data apply to the whole declaration and are available under the "General Information". However, if each goods item is characterised by different data, the respective information shall be transmitted from the "General Information".



– a drop-down Menu

OTSI

[SEARCH] – for searching the options

TUHJENDA

[DELETE] – for deleting the options

ALGSEIS

[RESTORE] – for restoring the initial position

LISA

[ADD] – for entering the data

KONTROLLI

[CHECK] – checks entering the particulars of the declaration

Kopeeri

[COPY] – copying the declaration

Katkesta

[INTERRUPT]] – interrupts an action

Edasi

[NEXT] – takes to the next screen, the data will be saved automatically

Nimekirja

[TO LIST] – takes back to the LIST

Tagasi

[BACK] – takes back to the previous screen (and at the same time saves the information)

Salvesta

[SAVE] – saves the data entered; if this button is seen on the screen, it should be used for saving the information.

Korrigeer

[AMEND] – enables to amend the customs declaration

Loobu

[WAIVE] – interrupts the action.

2.2 Customer's Desktop

Desktop options

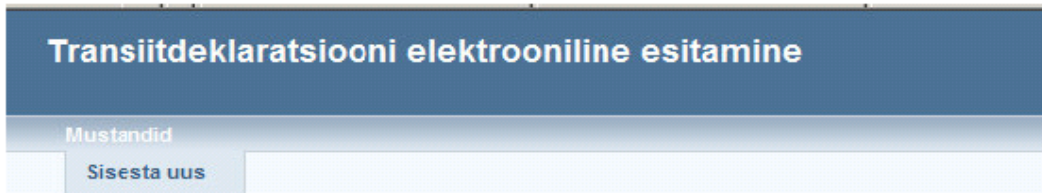


Figure 1. Lodging an electronic customs declaration. New entry.

2.3 Entering a new declaration

2.3.1 Profile options

For entering a new declaration select "New entry".

Depending on the composition of elements in the transit declaration and the type thereof a profile should be selected:

[Transiidi deklaratsioon julgeolekuandmetega] Transit declaration including the security data
[Transiidideklaratsioon] Transit declaration

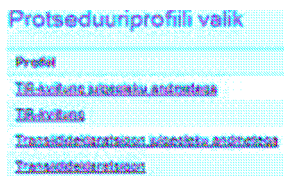


Figure 2. Lodging an electronic customs declaration. Profile options.

2.3.2 Type

As an example a transit declaration **including security data** i.e. a transit declaration used as a transit summary declaration has been selected.

Entering a transit declaration, which does not include security data differs from completing the declaration including security data in the composition of the data elements.

After selection of a profile option a new screen is opened.

Figure 3. Lodging an electronic customs declaration. New document. [Liik] Type

Box 50C-H Principal/Holder – When entering the code of a company click **KONTROLLI** CHECK – the fields will be automatically completed by the information entered in the business register. If this is an Estonian company, it is sufficient to enter the registration code or EORI number thereof and click **KONTROLLI** CHECK. Every principal must be registered in the EORI common database. An EORI number should be used.

Box 1 – Declaration type can be selected from the drop-down menu.

- T1 – extra-Community transit and common transit of non-Community status goods;
- T2 – intra-Community transit and common transit of Community status goods;
- T- – for the consignments which contain both T1 and T2 goods. On the general level "T-" shall be entered and next to a particular item either "T1" or "T2", respectively. May not be used in other cases.
- T2SM – for the Community status goods moving between the European Community and San Marino the intra-Community transit procedure T2SM is applied;
- T2F – (Directive 2006/112/EC does not apply.) This is used upon movement of Community status goods to or from special territories of EC, where the Council Directive 2006/112/EC on the common system of value added tax does not apply.
- T2 terr.

Box 80BZ Direction of the declaration: entering – import (I) or exiting – export (E).

Box 80FA Vehicle registration number in the road border checkpoint – Enter only when crossing the customs border checkpoint (Narva, Luhamaa, Koidula). The number of the first part of the vehicle and the number of the trailer shall be entered on different lines, clicking the button **LISA** | ADD.

Box 80FBTransport mode. Nationality – The country of registration of the vehicle entered in the box 80FA. For saving the information click **LISA** | ADD.

For proceeding click **Edasi** | NEXT and the information shall be stored automatically.

Clicking the button **Loobu** | WAIVE interrupts an action and takes you back to the opening screen.

2.3.3 Entering information on a consignor/consignee, carrier

Figure 4. Lodging an electronic customs declaration. New document. Entering information on a consignor/consignee and carrier.

Box 53A Authorised consignee – Enter an authorised consignee's EORI number or, in the case of an Estonian company the registration number thereof in the business register, if the goods are taken to the premises of an authorised consignee.

Box 80HI-HN Carrier – A party transporting the goods to the customs territory. If the carrier's EORI number is known, only an EORI number may be entered. If there is no EORI number, all particulars concerning the name and address, including the postal code must be entered in appropriate cells. Where a postal code does not exist, a two-digit country code may be entered. An Estonian registry code is not entered.

For entering the data on a consignor and a consignee click **LISA** ADD. The following screen will appear.

Figure 5. Lodging an electronic customs declaration. New document. Entering information on a consignor.

Clicking **Nimekirja** TO LIST takes you back to the screen of a consignor/consignee.

2A-F Consignor – Enter the full name and address of a consignor/exporter (*Annex 37 CCIP*) to the appropriate cells. If an EORI number is known, please enter it.

Note. Data on a consignor shall be entered in the "General Information" if there is a single consignor for the whole consignment. If different goods have different consignors, the data concerning the consignor should be entered subsequently under the "Goods".

8A-F Consignee – Enter the full name and address of the person/persons who are to receive the goods (Annex 37 CCIP) to the appropriate cells. If an EORI number is known, it should be entered.


Note. Data on a consignee shall be entered in the "General Information" if there is a single consignee for the whole consignment. If different goods have different consignees, the information concerning the consignee must be entered subsequently under the "Goods".

80FP-FU Trader Consignor- Security – A party consigning the goods in accordance with the provisions established by the party ordering the transport in the transport contract Annex 30A CCIP. If an EORI number is known, it should be entered. Enter the full name and address of this person in appropriate cells.

Note. Data on the Trader Consignor- Security shall be entered in the "General Information" if there is a single Trader Consignor- Security for the whole consignment. If different goods have different Trader Consignor- Security the data on a Trader Consignor- Security must be subsequently entered under the "Goods". According to the system requirements entering such information is mandatory where a transit declaration is used as a summary declaration. If the data on a consignor and a Trader Consignor- Security do not differ, the data on the consignor will be entered in the box 80FP-FU once more.

80FW-HB Trader Consignee- Security – A party to whom the goods are actually consigned Annex 30A CCIP. If the EORI number is known, it should be entered. Enter the full name and address of this person in appropriate cells.

Note. Data on the Trader Consignee- Security shall be entered in the "General Information", if there is a single Trader Consignee- Security for the whole consignment. If different goods have different Trader Consignee- Security, the data on a Trader Consignee- Security must be subsequently entered under the "Goods". According to the system requirements entering this information is mandatory where a transit declaration is used as a summary declaration. If the data on a consignee and a Trader Consignee- Security do not differ, the data on the consignee will be entered in the box 80FW-HB once more.

If all particulars on the consignor/consignee are entered, click |  | NEXT in order to proceed to entering the general information.

2.3.4 Entering the general information

Lüh	Seadme Seadja	Üldine	Karbid	Vide tagasisete	Esitamine
*19 - Kaubad koostamine:					21B - Transpordivahendi riiklik kuuluvus piirid:
*80Z - Lähteriik/riikide:					27 - Algne transpordivahendi liik piirid:
*80Y - Kogubruttomass:					5 - Kaubandiimite arv:
*63 - Sahtelkorraldus:					80FH - Muu erilase olukorraldus:
6 - Pakkideksused:					80FI - Veokulude meetriarvaki koode:
30C - Kasutades heakskiidetud asukohti:					80FJ - Kaubandiimite viitemumber:
27 - Laadimiskoht:	EETalinn				80FK - Turvateandemeh:
30D - Vahel asukoht:					80FL - Mahalaadimiskoht:
26A - Transpordiliik riigis:					30B - Kaubade kokkupuutepinna arvu koode:
25A - Transpordiliik piiris:					80JC - Kaubade kokkupuutepinna

Figure 6. Lodging an electronic customs declaration. New document. General Information – part I.

Box 19 Containers – Select "1" from the drop-down menu, if the goods are containerised, or "0" if the goods are not containerised.

Box 80Z Office of departure – Select from the drop-down menu an "office of departure" (*LTA*) where the goods are loaded for commencing the movement or entering the border customs office.

Box 80Y Total gross mass.

Box 53 Office of destination – Select from the drop-down menu an "office of destination" (*STA*) where the goods shall be presented upon termination of the movement.

Box 6 Packaging – Total number of packaging. The computerised system calculates automatically the total number of packaging, so there is no need to complete this field.

Box 27 Place of loading – Enter a 2-digit country code and the name of the port, airport, freight terminal, railway station or any other place where the goods are loaded on the means of transport provided for the movement.

Box 30C Approved (*heakskiidetud*) location of goods – is to be completed by the person who is the holder of the status of an authorised consignor. Location of the goods agreed (*kokku lepitud*) with the customs authorities shall be selected from the authorisation of an authorised consignor. Excludes filling in the boxes 30D and 30B.

Box 30D Customs office – Location of goods agreed with the customs authorities. Not applicable in Estonia.

Box 26A Inland mode of transport – Select from the drop-down menu.

Box 21B Identity and nationality of the means of transport – Select from the drop-down menu a country code where the means of transport is registered.

Box 80FH Identification of other specific circumstances – Select from the drop-down menu a code which shows the special circumstances applied to a respective operator (e.g. "A" – postal and express consignments, "B" – supplies for ships and aircrafts, etc). Enter in the "General Information" or under the "Goods".

Box 80FI Transport charges method of payment – Select an option from the drop-down menu (e.g. "A" – payment in cash, etc). Enter it either in the "General Information" or under the "Goods".

Box 80FJ Consignment reference number – Enter a number given to the consignment. Enter it either in the "General Information" or under the "Goods".

Box 80FK Security data – Shall be entered automatically according to the profile option.

Box 80FL Place of unloading – Enter a 2-digit country code and the name of the port, airport, freight terminal, railway station or any other place where the goods are unloaded from the means of transport provided for the movement.

Box 30B Code of an agreed location of goods – Not applicable in Estonia.

25A - Transpordiliik pätt	<input type="text"/>	80G - Krupade kokkuseppeline asukoht	<input type="text"/>
18A - Transpordivahendi tunnus lühetähis	<input type="text"/>	*80JH - Kohustuslik teekond	<input type="text"/>
18B - Transpordivahendi riiklik kuuluvus lühetähis	<input type="text"/>	80K - Reisi viitenumber	<input type="text"/>
21A - Aktiivne transpordivahend pätt	<input type="text"/>	*80IC - Võltsumma kokku	<input type="text"/>
*15A - Lähteriik <input type="text"/> USA			
*17A - Sihtriik <input type="text"/> USA			
80FM - Vahetotlusutuse kood <input type="text"/>		80FN - Vahetotlusutuse saabumise aeg <input type="text"/>	
80HD - Läbitav riik <input type="text"/> USA			
80K - Eelneva dokumendi liik <input type="text"/>	80LA - Eelmine toiming <input type="text"/>	80L - Eelneva dokumendi viide <input type="text"/>	80IM - Lisainfo <input type="text"/> USA
80R - Esitatud dokumendi liik <input type="text"/>	80IS - Esitatud dokumendi viide <input type="text"/>	80IT - Lisainfo <input type="text"/>	80J - Dokument <input type="text"/> LAADI PÄRI ÜRS USA

Figure 7. Lodging an electronic customs declaration. New document. General Information – part II.

Box 25A Means of transport crossing the border – Select from the drop-down menu.

Box 18A Identification of the means of transport at departure.

Box 18B Nationality of the means of transport at departure.

Box 21A Active means of transport crossing the border – Enter an identification number of the means of transport or the name thereof, e.g. a ship "Veronika".

Box 80JH Binding itinerary – Select from the drop-down menu either "1" ("Yes") or "0" (No"). Upon dispatch of the sensitive goods enter "1".

Box 80JK Journey reference number – If appropriate, enter identification data of the transport mode, e.g. a sea voyage number, a flight number, a journey number.

Box 80IC Total amount of debt – Enter an amount of the customs debt that may incur. It is mandatory in the case of the transit procedure only.

Box 15A Country of dispatch – Enter the code of the dispatching country. Enter it either in the "General Information" if there is only one country of dispatch **or**, under the "Goods" if there are different countries of dispatch.

Box 17A Country of destination – Enter the code of the country of destination. Enter it either in the "General Information" if there is only one country of destination **or**, under the "Goods" if there are different countries of destination.

Box 80FM Customs office *en route* code – Enter the code of the customs office of the first arrival to the Contracting State to the Convention on a Common Transit Procedure. Required only in the case of the common transit procedure.

Box 80FN Date of arrival to the customs office *en route* – Enter an estimated arrival date from the calendar attached.

Box 80HD Country of routing – Enter the codes of the countries transited during the transit operation (Not required in the case of water or air transport). In the case of the road transport the codes of at least 2 countries should be entered (e.g. if the goods are dispatched from Russia to Estonia the appropriate codes "RU" and "EE" should be entered).

Box 80IK Type of previous document – Select from the drop-down menu. Presentation of the previous document is mandatory, if the transit declaration does not include security data. Excludes completing the box 80LA.

Box 80LA Previous procedure – Enter an appropriate procedure from the drop-down menu. Excludes completing the box 80IK.

Box 80IL Reference to the previous document – Enter the reference number of the previous document.

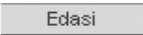
Box 80IM Additional information – Enter additional information concerning the previous document (e.g. the issue date of the previous document).

Box 80IR Type of the document presented – Select the type from the drop-down menu.

Box 80IS Reference to the document presented – Enter the reference number.

Box 80IT Additional information – Enter relevant additional information (e.g. the date of issuing the document).

Box 80IU The command  | UPLOADING would enable to load up the file containing the document presented.

If the general information is entered, click  NEXT.

2.3.5 Entering the data on goods

On the new screen click  ADD.

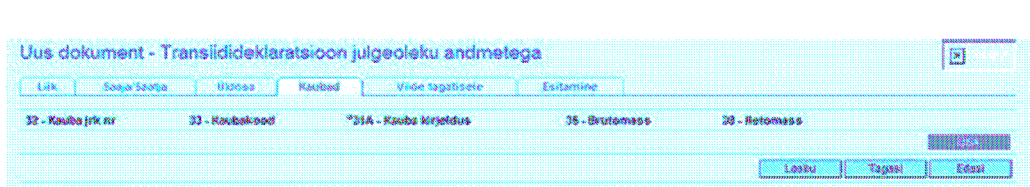


Figure 8. Lodging an electronic customs declaration. New document. List of items.

On this new screen enter the information concerning the goods.

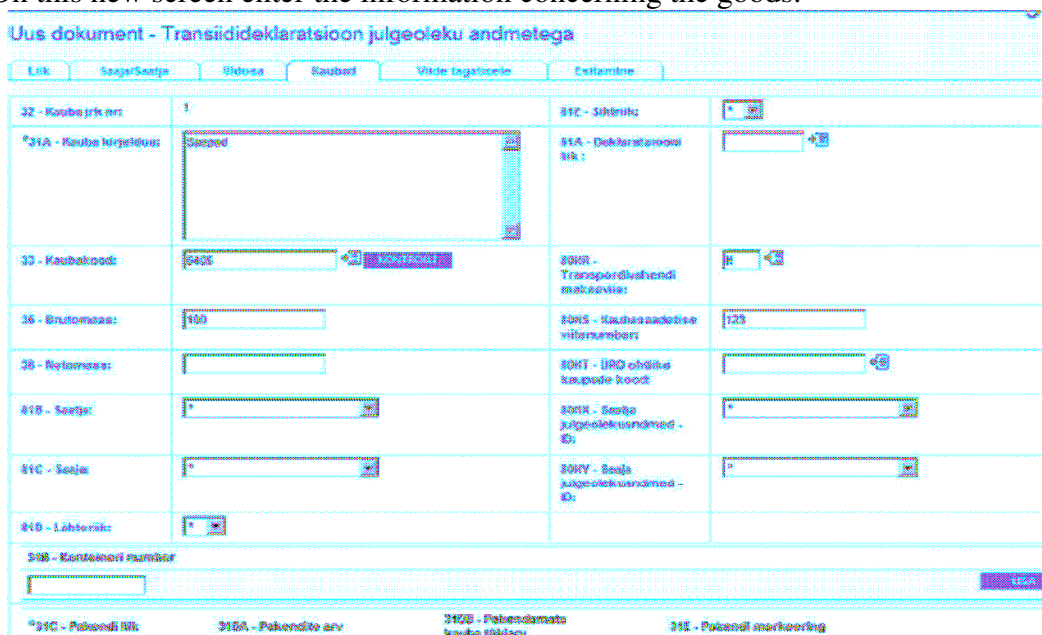


Figure 9. Lodging an electronic customs declaration. New document. Entering data on goods – part I.

Box 31A Description of goods.

Box 133 Commodity code – Enter a 4-, 6- or 8-digit commodity code. It is mandatory to enter a 6-digit code for the sensitive goods listed in Annex 44C of the Implementing provisions of the Community Customs Code (Commission Regulation 2454/93/EEC).

Box 35 Gross mass of the goods described.

Box 38 Net mass of the goods described.

Box 81B Consignor – Select from the options, if different consignments have different consignors. Do not complete, if there is one a single consignment or one consignor.

Box 81C Consignee – Select from the options, if different consignments have different consignees. Do not complete, if there is one a single consignment or one consignee.

Box 81D Country of dispatch – Select from the options, if different consignments have different countries of dispatch. Do not complete, if there is one a single consignment or one country of dispatch.

Box 81E Country of destination – Select from the options, if different consignment have different countries of destination. Do not complete, if there is one a single consignment or one country of destination.

Box 81A Declaration type – Select from the options, if different consignments are entered on different types of declaration. Do not complete when there is one a single consignment or one type of declaration.

Box 80HR Transport charges method of payment – If it is already entered in the "General Information" it may not be entered under the "Goods".

Box 80HS Consignment reference number – If there is a single reference number covering the whole consignment then do not enter it under the "Goods".

Box 80HT UN dangerous goods code – Enter the code where the dispatched goods are included in the list of the UN dangerous goods. List of such goods is available in the drop-down menu.

Box 80HX Consignor's security identification data – Select an option from the drop-down menu, if the different consignment have different Trader Consignor- Security. Do not enter, if there is one a single consignment or one Trader Consignor- Security.

Box 80HY Consignee's security identification data – Select an option from the drop-down menu, if the different consignments have different Trader Consignee- Security. Do not enter, if there is one a single consignment or one Trader Consignee- Security.

Box 31B Container number – Enter the container number, if you have entered "1" ("Yes") in the "General Information".

The image shows a screenshot of a web-based electronic customs declaration form. The form is organized into several sections, each with a header and a data entry field. The sections are:

- 31C - Pakendi liik**: Field for packaging type, value '123'.
- 31BA - Pakendi arv**: Field for packaging quantity, value '1'.
- 31DB - Pakendimata kauba liik**: Field for unbranded goods type, value '123'.
- 31E - Pakendi maht**: Field for packaging volume, value '123'.
- 40A - Eelneva dokumendi liik**: Field for previous document type, value '1'.
- 40B - Viide**: Field for reference, value '1234567890'.
- 40C - Lisainfo**: Field for additional information, value '123'.
- 80HR - Kauduandmed**: Field for transport charges, value '123'.
- 44A - Saadetud dokumendi liik**: Field for sent document type, value '1'.
- 44B - Viide**: Field for reference, value '123'.
- 44C - Lisainfo**: Field for additional information, value '123'.
- 44D - Dokumendi liik**: Field for document type, value '1'.
- 78S - Laetisinfot**: Field for loading information, value '234'.
- 22.04.09**: Date field.
- (Palpeusid)**: Field for seals, value '1234567890'.
- 44F - Eksport Euroopa Ühendusest**: Field for export from EU, value '1'.
- 44G - Eksport EÜ-väljast riigist**: Field for export from non-EU, value '1'.
- *80HZ - Lisainfo kood**: Field for additional information code, value '123'.
- 44D - Lisainfo**: Field for additional information, value '123'.
- 31F - Blakkauva kood**: Field for barcode, value '123'.
- *31G - Blakkauva kogus**: Field for barcode quantity, value '123'.

At the bottom of the form, there are buttons for 'Käivitaja', 'Tasuta', and 'Ei'. The 'Ei' button is highlighted in blue. The text 'ELES' is visible in the bottom left corner.

Figure 10. Lodging an electronic customs declaration. New document. Entering data on goods – part II.

Box 31C Packaging type – Select from the drop-down menu.

Box 31DA Number of packaging – Excludes filling in the box 31DB.

Box 31DB Number of unpacked goods (NE) – If the goods are unpacked. If this is the bulk goods, leave the box empty (e.g. "VY"– solid bulk (fines).

Box 31E Packaging marking.

Box 40A to 40CC Information on the previous document shall be transmitted automatically from the "General Information" if there is one a single consignments. Please check it up when copying the data of the declaration.

Box 44A to 44CC Information on the document presented shall be transmitted automatically from the "General Information". Please check it up when copying the data of the declaration.

Box 44F, 44G and 44D shall be completed only in the case where the box 80HZ "Additional information code" is filled in.

Box 44F Export from the Community – Select either "1" ("Yes") or "0" ("No"); enter it, if the box 80HZ has been filled in.

Box 44G Export from a non-Community country – Complete, if the box 80HZ has been filled in and the box 44F is not filled in.

Box 81F Sensitive goods code – Enter "1", if the goods dispatched are included in the list of sensitive goods and are marked with "1" in column 4 of Annex 44C of the implementing provisions of the Community Customs Code, provided that the quantity of the consignment exceeds the minimum amount (e.g. commodity code 220890, quantity 5 hl).

Box 81G Quantity of sensitive goods shall be entered in the units provided in Annex 44C of the implementing provisions of the Community Customs Code (e.g. the unit of measure of the alcoholic drinks is a hectolitre).

If the number of goods items exceeds 1, click [Nimekirja](#) | BACK to LIST and then click [LISA](#) | ADD.

If all goods are entered, click [Edasi](#) | NEXT.

2.3.6 Including a guarantee

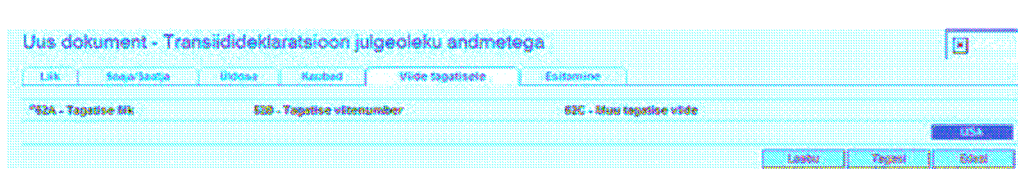


Figure 11. Lodging an electronic customs declaration. New document. Guarantee list.

For including a guarantee, click [LISA](#) | ADD.



Figure 12. Lodging an electronic customs declaration. New document. Guarantee reference.

Box 52A Guarantee type – Select from the drop-down menu. Figure 12 shows that an individual guarantee (Type 3) transferred to the guarantee account of ETCB has been used. In the case of type 3 the box 52C should also be completed. For the guarantee types 0, 1, 4 or 9 the box 52B must be filled in.

Box 52B Guarantee reference number – Enter GRN based on the guarantee document issued by the customs guarantee office for a comprehensive guarantee or an individual guarantee.

Box 52C Other guarantee reference – Enter a bank transfer number, if other than the comprehensive or individual guarantee has been used on the basis of the guarantee document. For example, type 3 means a cash deposit paid to the guarantee account of ETCB, in this case the guarantee claim number on the guarantee decision issued by a customs official should be entered.

Box 80ID Amount of debt – is generated automatically from the "General Information".

Box 52D Access code – Enter when a guarantee type "0", "1", "9" or "2" is lodged in the customs guarantee office.

Box 52E Limitation of validity in EC – Leave the box empty.

Box 52F Does not apply to the following Contracting Parties to the Convention on Common Transit Procedure – Select an EFTA (NO, CH, IS) and AD or SM country code from the drop-down menu where the guarantee is invalid.

If the data on the guarantee is entered, click NEXT.

2.3.7 Lodging the declaration

Uus dokument - Transiidideklaratsioon julgeoleku andmetega

Liik	Saaja Saaja	Alloosa	Kaubed	Võide tagatisena	Esitamise
800 - Akteptsioonid					80CS - Esitamise ettevõtte nimi: KALEVAS
*80A - ICTSI teatedokumendi kood	ET				80CT - Esitamise ettevõtte kood: 10009952
80AG - Olet:					80S - Esitaja nimi:
80AF - AAR, keeldumise põhjus:					80T - Esitaja õiguvõime:
80CI - Kliendi arvestus:		1 - JAH			80ND - Koostänuus ühtepunktiliselt
80CJ - Esitaja nimi:	NEROLA				80JV - Lihtsustatud protseduur:
80CK - Esitaja kood:	44012100217				

Figure 12. Lodging an electronic customs declaration. New document. Lodging the declaration.

If you are convinced that the declaration is completed correctly, click the button CHECK.

If there are mistakes in the declaration, the list of errors will appear on the screen.

2.3.8 List of errors

Kontrollimise tulemused		
Kontrollimise võijastat vigu või hoiatusi		
Vigade loetelu:		
Kaup	Lahter	Nirjetidus
1	00HR - Transpordivahendi registreerimis	Kui sõltuses on kaubasaadetise registreerimis sisestatud, siis ei tohi see olla sisestatud kaubalaadimisele
1	00HS - Kaubasaadetise viitenumber	Kui kaupade kaubasaadetise viitenumber on võrdne, siis ei tohi kaubasaadetise viitenumber kaubalaadimisele kasutada.
1	00KV - Special mentions	C075 - Kas on eksporditud õhendustel (147) või risk, kas loaked on eksporditud (14G), on loetususlik laita.
	00FO - Nende	Vahemati sine sõltuski registreerimisnumber ja riskid tulevus peavad olema sisestatud laadimisele 00FA ja 00FB
	00HD - Lõpetav riik	Kui originaal lahtus ei ole B, siis peab lahter 00HD - Lõpetav riik sisestatud olema.
	00B - Kaupade kokkuleppelise asukoha kood	C100 - Kui kontrollimise tulemus on sisestatud, siis ei tohi kaupade kokkuleppelise asukoha kood sisestatud olla
1	00HR - Transpordivahendi registreerimis	Kui sõltus kaupade lahtis 00HR - Transpordivahendi registreerimis võrdne on võrdne, siis peab kasutama nende asemel õiguse lahtis 00FI - Veetutude registreerimis kood
Hoiatused		
Kaup	Lahter	Nirjetidus
	00Y - Koguvõttes	Koguvõttes on 200, kuid broneerimise summa ole kaupade on 100.

Figure 14. Lodging an electronic customs declaration. New document. Control results.

When clicking BACK you will be able to amend the declaration. On the upper side of the declaration the erroneous part will have a red lining around it. Besides, the box filled in erroneously is also marked in red.

If upon lodging the declaration there are still mistakes (a red lining!), it would be impossible to lodge the declaration unless the mistakes are corrected. If upon lodging the declaration a warning (a yellow lining) is seen, it would not prevent from lodging the declaration.

Jus dokument - Transiidideklaratsioon julgeoleku andmetega

Liik Saaja/Saaja Üldosa Kaubad Viide digiteerimine Esitamine

*19 - Kaubad kontaineris: 0

210 - Transpordivahendi riiklik registreerimis number: EE

00FL - Mahalaadimiskoht: Tallinn

00B - Kaupade kokkuleppelise asukoha kood: 20012
C100 - Kui kontrollimise tulemus on sisestatud, siis ei tohi kaupade kokkuleppelise asukoha kood sisestatud olla.

Figure 12. Lodging an electronic customs declaration. New document. Presentation of the errors.

If the declaration is accepted, you will see on the screen a LRN number given to the provisionally stored declaration.

Transiidideklaratsiooni elektrooniline esitamine

Infotarkvara

Deklaratsioon on esitatud - 0906071526EE0000022999

Figure 16. Lodging an electronic customs declaration. New document. LRN.

For subsequent customs clearance you should apply for the customs official of the declared customs office of departure, presenting the goods and all relevant documents to the customs official and also notify him/her of the LRN. The customs official would proceed with the customs clearance and issue a transit accompanying document, either the form TAD or TSAD, depending on the data declared.

Note. Please remember to put down the LRN, otherwise the customs clearance would be impossible.