

COMMUNICATION FROM DSV OUR NORTHERN IRELAND CARRIER

Due to the issues we are currently experiencing with the HMRC customs clearance of goods, shipped to Northern Ireland, it has become necessary to change our process and procedures, **with immediate effect**.

The current process of members uploading commercial invoices into Contrado will cease. Going forward, your customers should register with the TSS system (Trade Support Services). They will then complete a header for each shipment despatched to Northern Ireland. Once the details are entered, they will be sent a movement reference number (MRN) submission completion acceptance. A copy of this MRN completion notice should then be uploaded into the commercial invoice field within Contrado. This will allow the shipment to travel via our network and clear customs, without any other involvement from the Network.

This new process will allow consignments to be shipped to Northern Ireland more quickly and will remove the necessity for commercial invoices and custom clearance charges.

A quick and easy bullet point summary for you to pass on to customers is detailed below.

[Sign up for the Trader Support Service - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

CUSTOMER registers with Trader Support Service (TSS)

Once the account has been confirmed the customer will be able to use the TSS to make entry summary declarations (ESD)

CUSTOMER follows the below steps:

- Customer raises a blank header in the TSS account
- Enter the consignment detail and item detail on the blank header
- Complete header detail
- Submit declaration
- Generate MRN (movement reference number)
- Customer either uploads onto Contrado or sends directly to Member

MEMBER follows the below steps:

- Customer sends MRN number to Member (pdf, screen shot, photo)
- Member uploads MRN detail into Contrado in the Customs Documentation field
- Member prints label
- Pallet can be sent to relevant Hub
- Member collects from Hub for onward shipment

This new process will replace the existing process for **NORTHERN IRELAND ONLY** with immediate effect.

To aid completion of the TSS form for your customers

PLEASE NOTE THE CARRIER EORI NUMBER WILL NEVER CHANGE IF TRAVELLING VIA DSV (P050)

Type of Movement **RoRO (Accompanied/Unaccompanied)**

Identity Number of Transport **DSV Palletline**

Conveyance Reference Number **NOT A MANDATORY FIELD**

Nationality means of transport **United Kingdom**

Carrier EORI **XI759894254061**

Port of Arrival **Belfast Port**

Arrival Date/Time **Three days after manifest date**

Place(s) of loading **Customers Premises**

[Home](#) > [Submit Entry Summary Declaration \(ENS\)](#)

Use this form to submit an Entry Summary Declaration (ENS).

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Conveyance Reference Number

* Nationality of Means of Transport

United Kingdom - +

* Carrier EORI

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* Arrival Date/Time

3 DAYS AFTER MANIFEST DATE 📅

* Port of Arrival

+ |

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Belfast Port

Belfast Airport

Dublin Port

George Best Belfast City Airport

Larne Harbour

Londonderry

Warrenpoint Harbour