



Executive Freight Services LTD

Professional Global Freight Forwarders

The Customs Declaration Service (CDS) is coming. Prepare your business now!

The Government are changing the system that handles all of the customs declarations submitted in the United Kingdom. CHIEF – The current system for processing import and export customs declarations is being replaced by the new, Customs Declaration Service (CDS). The Customs Declaration Service is a modern platform designed to handle the increased volume of declarations being made. The system also allows flexibility for future development and for it to become to grow in line with the Government's plan to have the most efficient customs system in the world.

When are these changes happening?

The migration from CHIEF to CDS is happening in two phases, however you need to be prepared as soon as possible to ensure you are still able to declare your goods to customs.

Phase one – Imports: After the 30th September 2022, the ability to make import declarations in the CHIEF system will end.

Phase two – Exports: After the 31st March 2023, the ability to make export declarations in the CHIEF system will end.

These dates are a deadline, and here at Executive Freight Services, we are preparing to move across to the CDS platform as soon as possible, for all declarations once our customers are prepared.

Why should you prepare your business now?

If you are not prepared for the switch over in advance of the 1st October, then you will not be able to import any goods to the United Kingdom.

By not preparing in time, any goods that you have arrive at any UK port, will not be able to be processed for clearance. You will then be liable for the storage and additional charges that may be incurred until you are prepared.

[See our CDS Preparation checklist on the next page to make sure you are ready!](#)

All business is transacted under the Standard Trading Conditions of the British International Freight Association (latest edition) copies of which are available upon request. Unless specifically otherwise agreed in writing, the company's role and capacity is that of an agent and as such, its liability shall be governed by its standard trading terms and conditions and, to the extent not inconsistent therewith, with the standard trading conditions of BIFA. These terms and conditions are available upon request. Quotation rates given are subject to change with or without notice. Information provided in this document is taken from HMRC and/or other Government publications.



Your CDS preparation Checklist.

➤ **Register for a Government Gateway Account.**

You may already have a Government Gateway account to access your personal or business tax account. You should use this to access the Customs Declaration Service.

If you do not have a Government Gateway account, you can register for one by visiting www.gov.uk/log-in-register-hmrc-online-services

➤ **Make sure you have a valid EORI number.**

Most businesses will already have an EORI number if they move goods in or out of the UK.

If you have an EORI number already, great. You can check its validity here. www.tax.service.gov.uk/check-eori-number?

If you need to apply for an EORI number, then you can do so here. www.gov.uk/eori

➤ **Register for the Customs Declaration Service**

You will need to register for the Customs Declaration Service before we can make declarations on your behalf. HMRC Guidance says this can take up to 5 days to be completed, so don't delay!

To register for CDS, please go to www.gov.uk/hmrc/cds-get-access

You'll need the following information in order to complete the registration.

- Your Government Gateway user ID and password
- Your EORI number
- Your UTR number – Unique Tax Reference Number – You can find this on any HMRC payment reminders, or in your tax account.
- The address held by HMRC for your business.
- The date you started your business.
- For private individuals or sole traders, your National Insurance Number.

Once you have received confirmation from HMRC that you have access to CDS, please let us know so we can update our records and begin moving your declarations to the CDS system. You can use our dedicated email address

CDS@executivefreightservices.co.uk

If you have any questions, please contact the team on
CDS@executivefreightservices.co.uk

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