

Ensuring your shipment is delivered to your GB customer

Dear Shipper – as you will have heard in the press movements to and from the GB are proving difficult due to the post Brexit paperwork. To ensure we can speedily deliver your goods please complete the details below for EACH of your customers (Sold-to).

Without these details below we will not be able to collect your goods!

1) Information from the shipper

☐ **Commercial invoice including all needed details** (Check our “[10 preparation tips](#)”) is attached

Company Name

Contact Person

Email

Phone No.

☐ **If your GB customer is a/or multiple private individual(s) (not a company) and therefore cannot provide an EORI or VAT number please confirm that this shipment is made on a Delivered Duty Paid (DDP) basis with GB VAT and GB Duty (if applicable) paid.**

2) Your GB Customer's (Sold-to) details (importer in GB)

Please provide us with below details:

Company Name

Contact Name

Email

Phone number

Contact Mobile

GB VAT No.

GB EORI Number

In addition to this information it will help the speed of delivery if you are also able to attach the following information from your GB customer (Consignee). If you cannot provide this information your customer will need to provide it.

- **Direct Representative Letter**
- **Import Licence Letter** (if applicable)
- Above to include Deferment account details and Postponed VAT accounting

What to do with this form

This form, together with any attachments should be **emailed to your local DB Schenker contact** to organize collection. Please remember that without this completed form we cannot organize collection of your shipment.