

Guidance Notes for preparation of EUR1 Movement Certificates

The certificate should be completed in typescript. The Export invoice **MUST** accompany the Certificate. The appropriate boxes on the Certificate should be completed as follows:

PAGE 1

BOX 1	EXPORTER	UK company name needed. If the UK company is exporting on behalf of an overseas company insert the overseas company's details C/O the UK exporter.
BOX 2	CERTIFICATE USED IN PREFERENTIAL TRADE BETWEEN	Inserts the specific name of the country of destination.
BOX 3	CONSIGNEE	You are recommended to always insert the name of the consignee but do not have to.
BOX 4	COUNTRY, GROUP OF COUNTRIES OR TERRITORY IN WHICH THE PRODUCTS ARE CONSIDERED AS ORIGINATING	This box is pre-printed as EC. For exports to Iceland, Norway and Liechtenstein you should insert 'EEA' instead
BOX 5	COUNTRY, GROUP OF COUNTRIES OR TERRITORY OF DESTINATION	Put the name of the individual country of destination.
BOX 6	TRANSPORT DETAILS (OPTIONAL)	Transport details can be included but this box is optional.
BOX 7	REMARKS	Should be blank unless endorsing a duplicate, retrospective or replacement certificate. No other details or marks to be included in this box.
BOX 8	ITEM NUMBER: MARKS AND NUMBERS / DESCRIPTION OF GOODS	Identifying marks and numbers should be inserted. If goods are unmarked – "no marks and numbers" should be inserted. Numbers and kinds of packages should be inserted (e.g, 10 cartons) Description of goods should be commercial description or if the invoices give full identifying details only a general description is necessary.
N.B.	RULING OFF	A horizontal line must be drawn immediately below the last entry.
BOX 9	GROSS WEIGHT (kgs) OR OTHER MEASURE	Gross weight is needed. Imperial measures are allowed but exporters are recommended to give quantities in metric measure whenever possible.
BOX 10	INVOICES (OPTIONAL)	Where possible state the number(s) and any date(s) of the invoice(s) relating to the goods and produced with the EUR1.
BOX 11	CUSTOMS ENDORSEMENT	Customer to leave box 11 blank. The Isle of Wight Chamber of Commerce will apply endorsement.
BOX 12	DECLARATION BY EXPORTER	Should be signed, dated with the place of signature by the exporter.

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Leave this blank

PAGE 3

Provide a complete copy of page 1.

PAGE 4 (APPLICATION FORM)

a) Exporters who have manufactured/produced the exporter goods

*'The goods shown on the EUR1 were *manufactured/produced by the exporter and are classified under (4-figure tariff heading) They satisfy the appropriate qualifying process in Notice *828/829' *Delete where appropriate*

b) Exporters who have bought in goods for export in the same state

Goods manufactured/produced in the EC:

*'The goods shown on the EUR1 were *manufactured/produced in the EC and are classified under (4-figure tariff heading) Evidence of their originating status in one of the forms specified in Notice 827 is held by *me/us' *Delete where appropriate*

Goods manufactured/produced in any other country:

*'The goods were imported from (Name of Country) under cover of a *movement certificate EUR1/invoice declaration* and are being re-exported in the same state. The goods are classified under (4-figure tariff heading)' *Delete where appropriate*

N.B - A Letter of authority is required from the exporter in the specified format if the EUR1 is completed and signed by an Agent. The Chamber will provide a specimen letter on request.