

FREQUENTLY ASKED QUESTIONS – ATRs / EUR1s

1. WHERE DO I OBTAIN ATR or EUR1 MOVEMENT CERTIFICATES?

Office address	Counter service times	Cut-off time for document processing	Telephone and fax numbers
London Chamber of Commerce and Industry 33 Queen Street London EC4R 1AP	9.00am - 5.00pm Monday to Fridays Office closes at 4.30pm on the last Friday of every month	C/Os - 4.45pm Carnets regular - 4.55pm Carnet express - 3.30pm Other - 4.45pm	C/Os: T:+44 (0)20 7203 1850/1851/1886/1977 Carnets: T:+44 (0)20 7203 1843/1846/1847 F:+44 (0)20 7203 1891/1921
Barking Branch Office 4 Cambridge House Cambridge Road Barking Essex IG11 8NR	10.00am - 12.30pm 1.30pm - 4.00pm	Times vary - please contact Barking Branch Office	T:+44 (0)20 8594 3195 F:+44 (0)20 8591 5682
Hounslow Branch Office Unit 20 Belville Court 183 Hanworth Road Hounslow TW3 3TQ	10.00am - 12.30pm 1.30pm - 5.00pm	Times vary - please contact Hounslow Branch Office	T:+44 (0)20 8577 4148 F:+44 (0)20 8814 1563

2. HOW MUCH WILL IT COST?

Click here for a Price List www.londonchamber.co.uk/docimages/9785.pdf

London Chamber of Commerce and Industry (LCCI) Members receive up to 50% discount on standard prices.

3. HOW LONG WILL IT TAKE?

The ATR and EUR1 Movement Certificates are processed while you wait when submitted over the counter. Electronically we will usually process them within an hour. Postal applications are usually processed and posted out on the same day as received.

4. WHEN APPLYING TO THE CHAMBER FOR ATR OR EUR1 CERTIFICATES, CAN YOU PLEASE ADVISE WHAT DOCUMENTS I NEED TO INCLUDE AS BACK UP?

A Commercial Invoice must always be submitted with ATR or EUR1 Movement Certificate applications. In case of ATR Certificates you will also need to provide LCCI with an Export Statement (stating the CPC Code and the Tariff Code) if the Export Declaration is not available at the time of application.

5. CAN I APPLY FOR ATR OR EUR1 CERTIFICATES RETROSPECTIVELY?

Yes. You will, however, have to provide LCCI with proof of Export (i.e. copy of Bill of Lading, Export declaration etc).

6. WHAT ARE DIFFERENCES BETWEEN ATR and EUR1 CERTIFICATES?

ATRs can only be used for Exports to Turkey
With ATR Certificates the goods do not have to be of EU origin to attract a zero rate of duty, only in free circulation in the EU (i.e. all duties and taxes paid into the EU).

7. ARE THERE ANY LIMITATIONS CONCERNING PRODUCTS THAT CAN BE EXPORTED ON AN ATR CERTIFICATE?

Yes. ATRs CANNOT be used for agricultural goods, minerals and steel (these require an EUR1 Movement Certificate).

8. CAN I HAVE AN ATR or EUR1 CERTIFICATE LEGALISED BY AN EMBASSY?

No, these Certificates can only be certified by the authorised Chambers of Commerce or HMRC.

9. MY GOODS ARE BEING EXPORTED FROM ANOTHER MEMBER STATE. CAN I APPLY FOR AN ATR or EUR1 IN THE UK?

No, UK Issuing Bodies are only allowed to facilitate preferential exports out of the UK. ATR or EUR1 will have to be issued in the relevant Member State by the exporter's Agent.

10. DO THE ATR or EUR1 CERTIFICATES HAVE TO BE SIGNED BY THE COMPANY?

Yes. On the ATR Certificate sign the Box 13 on pages 1 and 2. On the EUR1 sign the Box 12 on pages 1 and 3 and complete relevant declarations and sign the bottom part of the page 4.

11. DO I HAVE TO INCLUDE WEIGHTS ON MY ATR or EUR1 CERTIFICATES?

Yes it can be net or gross or both.

12. I WOULD LIKE TO BE ABLE TO CHECK IMPORT DUTY RATES APPLICABLE TO MY CUSTOMERS OVERSEAS. IS THERE ANYWHERE I COULD TRY?

There are two websites that you can use:

EU Market Access Database: <http://mkaccdb.eu.int/mkaccdb2/indexPubli.htm>

The World Customs Organisation (WCO) website: www.wcoomd.org (On the home page, select "About us" from the left hand side and then "National Customs Website". Select your country and it will take you into the tariff pages.

Please note that we cannot guarantee the accuracy of the data or that the relevant websites will work.