

# Customs Import (CI Module) for SAD H

ci001: Customs Imports Entries - 9:Vixon Computer Systems/Vixsoft

File Favorites Utilities Help

Select Print First Prev Next Last Add Copy Delete Exit

Agent's Ref: VIXASMTTEST001 Type: SAD IMD D Adv.Srch MOL SHIP 09/10/07 TRANSMITTED

1 Header 2 Items 3 Removal Note 7 Reports

**Links**  
 DB Ref: [ ] ... Np  
 Batch Ref: [ ]

**Names and Addresses**  
 Importer: VIXON ... Np VIXON VIXSOFT SYSTEMS LTD  
 Consignor: BEI ... Np BEIJING BEIJING TEXTILES  
 Agent: BLC ... Np BLC FREIGHT FORWARDING LTD  
 Notify: [ ] ... Np  
 Premise: [ ] ... Np  
 Sup.Office: [ ] ... Np

**Payment Method**  
 Method: FA ...

**Representation**  
 Direct/Indirect: 3

**Transport Details**  
 Ship/Flight: MOL SHIP ... Flag: CN ...  
 Date: 09/10/2007 Means: [ ]  
 Mode Trans: 1 ... Inland: [ ] ... Trans MOP: [ ] ...  
 Carrier: [ ] ... Np

**Dates/Times**  
 Intd.Arr.Date: [ ] Time: 00:00

**Phase Details**  
 DTI Type: P DUCR: [ ]  
 ICRN: SCT103841002

**Signature**  
 Name Sign: VIXSOFT Status Sign: [ ]  
 Date Sign: 11/10/2007

**Header Document Declarations**

Line	Code	Ref	Status
[ ]			

New Edit Copy Delete

**Header AI Statements**

Line	Code	Statement Text
[ ]		

New Edit Copy Delete

**Locations**  
 Disp: CN UK Place: LHR  
 Location: GB LHR [ ]  
 EU Arr: [ ]  
 Load: [ ]  
 Unload: [ ] Route: [ ]

**Value Build Up**

CC	Value	Rate
Invoice: USD ...	Terms: [ ]	1.8128
Freight: [ ]		0.00
App. By: [ ]		
Airport: PEK ...	%	
Air Transport Amount:	0.00	
Discount: [ ]	0.00	
OR %:		
Insurance:	0.00	
Other: [ ]	0.00	
VAT: [ ]	0.00	

**Box B Details**  
 Box40: [ ]  
 Box B: [ ]  
 : [ ]  
 : [ ]

Validate Transmit Status Messages Refresh Create Response Est. DUTY/VAT Save Cancel

Hint - <F4>=Scan, <F11>=Maintenance !:=Copy Agents Ref

- Select **Add** from menu bar

- Enter Code (reference)
- Select Declaration type (Full Dec Pre-Lodged if the goods have not arrived)
- Select Type (message Type)
- Type in the Customs setting: *M= Manual, D= DTI and C = Customs Import*

**Note:** in the background the Declaration type is now IFD if using SAD but FreightFax4 will do this automatically to keep continuity for the end user

- Enter Importer (press F11 to enter File Maintenance to check the address details)

**Note:** The address is now a **requirement** for entries. You must specify Company Name, Address Line 1, Town, valid post code and the correct country code. It is important that the country code is correct. If it is set to GB then the entry will be sent under GB followed by the TURN Number. If the Post code is unknown then you can enter the letters 'NA' not n/a etc.

- Enter Consignor (Press F11 to enter File Maintenance to check the address details)
- Enter Agent (Press F11 to enter File Maintenance to check the address details)
- Enter Payment Method
- Enter Representation – has changed to digits instead of Characters (Use 3 for Indirect)

**TIP:** The Payment Method and Representation can be automatically filled in if you have entered the details under the HM Customs Tab. This is done on the Importer's details within File Maintenance (select Importer and press F11).

Fields are labelled **M. Pay** for Method of payment and **Representation** for the Representation type

## Transport Details

Payment Method		Representation	
Method	FA ...	Direct/Indirect	2
Transport Details			
Ship/Flight	...	Flag	CN ...
Date	22/10/2007	Means	...
Mode Trans	1 ...	Inland	...
Carrier	...	Trans MOP	...
	Np		

- Enter Ship/Flight name – not required
- Enter Flag (country origin of Vessel) - this is required
- Enter Mode Trans (mode of Transport) - is now a single digit
- Enter Trans MOP (Method of Payment) - currently not required

**Note:** Carrier = Carrier of goods at the boarder. Not required but will be required in the future  
Dates Times = Currently not used or required by Customs but will be require in future

## Phase Details

Dates/Times	
Intd.Arr.Date	Time 00:00
Phase Details	
DUCR	7GB949129489000-KEVS12345
DTI Type	P
ICRN	SCT10384101
Signature	
Name Sign.	VIXSOFT
Date Sign.	22/10/2007
Status Sign.	

- DUCR now used for imports as well as exports

**Note:** the DUCR will automatically be generated by FreightFax4 using the details entered.  
The DUCR = Year(Single Digit) + Country + Importers TURN + Entry Ref Number

- Enter DTI Type – No changes have been made
- Enter ICRN Number – No change have been made

## Header Document Declarations and Header AI Statements

At the top right of the screen there are now options for Documents and AI Statements at header level to cover the whole entry.

The screenshot shows two stacked table-like interfaces. The top one is titled 'Header Document Declarations' and has columns for 'Line', 'Code', 'Ref', and 'Status'. Below it are buttons for 'New', 'Edit', 'Copy', and 'Delete'. The bottom one is titled 'Header AI Statements' and has columns for 'Line', 'Code', and 'Statement Text'. It also has buttons for 'New', 'Edit', 'Copy', and 'Delete'.

## Locations

- Enter Disp (country of dispatch) – no change

The screenshot shows a complex form with two main sections. The left section is titled 'Locations' and contains fields for 'Disp' (set to 'CN'), 'UK Place', 'Location' (set to 'GB FXT'), 'EU Arr.', 'Load', 'Unload', and 'Route'. Below this is a 'Box B Details' section with fields for 'Box40', 'Box B', and two empty lines. The right section is titled 'Value Build Up' and contains a table with columns for 'CC', 'Value', and 'Rate'. The table has rows for 'Invoice' (USD, 1.8126), 'Freight', 'App. By', 'Airport', 'Air Transport Amount', 'Discount', 'OR %', 'Insurance', 'Other', and 'VAT'. The 'Value' column for 'Freight' through 'VAT' is set to 0.00.

- Enter Location

**Note:** the location box has been split into three separate boxes the first box must always be GB (un-changeable) followed by the Port Code e.g. FXT the third box could be used for a SHED code but in most circumstances is not required

If the Route is not direct you can specify the locations that the goods will pass through by selecting the box labelled Route. You will be presented with popup window to enter your locations.

**Note:** Up to 9 locations can be added and this field is currently optional but will become a requirement in the future

## Value Build Up

There have been no changes in this section

## Items

- Select the item tab and then select New (within the items section)
- Enter Tariff Type (if you use a tariff to auto fill in the details)

**Note:** If you use Tariff's you will need to check your CPC code is correct as they have now changed. You should be able to find this information starting at page 123 in Appendix E4 of the Tariff

- Enter CPC code – check your CPC code as it is not one digit or character longer (see Page 123 of Appendix E4 of the Tariff)
- Enter your details in Adj

**TIP:** instead of typing five 0's you can put B0

- Enter Valuation Method – changed from letters to a single digit e.g. 1 instead of A

**Note:** Valuation Method details can be found on Page 52 within Part 4 of the Tariff

- Enter Country of Origin (cntry Orgin)
- Consignor and Sup. off are now at item level

**Note:** An Importer, Consignor and Supervising office can now be specified against each item for consol entries

## Item Packages

The screenshot shows two overlapping dialog boxes. The 'Item Packages' dialog has a table with columns: Line, Amount, Kind, and Marks. Below the table are buttons for 'New', 'Edit', 'Copy', and 'Delete'. The 'Containers' dialog has a table with columns: Line and Container No. Below the table are buttons for 'New', 'Edit', 'Copy', and 'Delete'. At the bottom, there is an 'Item AI Statement' section with a table with columns: Line, Code, and Statement Text.

- Select New (under item Packages)

The 'Item Packages' dialog box contains the following fields and buttons:

- No of Pkgs:
- Pkg Kind:  ...
- Pkg Marks:
- OK button
- Cancel button

- Enter Number of Packages
- Enter Package Type
- Enter Package Marks
- Select OK

**Note:** You are no longer able to free type the information about package types you must select from the list or enter the Code if known. Package Marks is a free type box to describe how the items are labelled / marked.

If your shipment is within a container you must give the container number. To add a container select the button labelled New under Containers.

**TIP:** If you have several items within one container you can just add the container the once. If the container number is not know then you can type the word "UNKOWN" words like n/a, na etc will not be accepted.

- Item Route and UN Dangerous Goods are currently not required but will come into effect in the future.

## TAX Lines

Route		DG Code		Tax									
Code	MP	Type	Base	Point	Exempt	Base Amt	Rate	A	B	R/P/A	Amount		
IF	F	111	V	D	D		3.50	F		P	0.00		
VATS	F	813	V	V	D		17.50	S		P	0.00		

ReSet      New      Edit      Delete

The tax types have now changed for example 111 is now A00 or A20 and 813 is now B00

**Note:** You can find the information about the TAX type change on Page 79 within Part 4 of the Tariff

If you wish to change the TAX codes to automatically fill the new details in you can do so by:

- Select the TAX line
- Select Edit

Tax line: 1

Tariff Code 69139010-90

Code IF ...

Meth.of Pay F

Tax Type 111

Base Code V

Incl.Point D

Exempt D

Rate/Pc/Amt P

Base Value 0.00

Rate 3.50

Rate Code A F

Rate Code B

Amount 0.00

Save      Cancel

- Select the code field
- Press F11

fm004: Duty Types Maintenance - 9:Vixon Computer Systems/Vixsoft

File Favourites Tools Help

Select Print First Prev Next Last Add Copy Delete Exit

Duty Type IF

1 Details

Short Name RATES

Description Full Rate

Type Tax Code 111 Sad H Tax Type Code

Tax Base V Rate Type T

Inclusion Point D Rate 1.0000

Rate Code F - Due/Exempt D

Import Export Convert Defaults Save Cancel

Select a record

- Enter the new tax code in the box labelled “Sad H Tax Type Code”
- Select Save
- Select Exit to return to the Items Page

Once you have completed your Details select Save and then Select Exit to return to the previous screen

## Documents

You must now enter the documents required for your type of shipment

For our example we were shipping Textiles into Great Britain. In order to find the documents required for our shipment we looked at:

- Valuation Method Code (page 53 of Part 4B of the Tariff) which showed us we needed a N934 is required for goods exceeding £6,500 (see page 52 of Part 4B of the Tariff)
- CPC code
- 

9120 = Importation of animal pathogens licence under the Importation of Animal Pathogens Order 1980 (iAPO)

The CPC code within the Tariff will describe what documents are required for each code

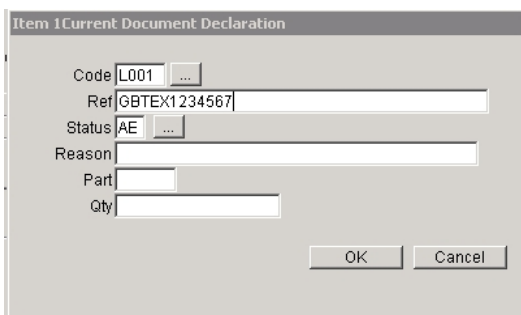
For our example we used CPC code 4000000 and our shipment requires:  
N934 - Declaration of particulars relating to Val Method 1  
L001 – All Import Licences other than those specifically identified  
C634 – Proof of Origin (textile Products)

### N934 - Declaration of particulars relating to Val Method 1

**Our example:** Instead of Box 12, D. the entry now requires N934 Declaration of particulars relating to Val Method 1

### L001 – All Import Licences other than those specifically identified

**Our example:** Instead of Electric Licence LI-B999 you need to use L001



Item 1 Current Document Declaration

Code L001 ...

Ref GBTEX1234567

Status AE ...

Reason

Part

Qty

OK Cancel

**Our example:** for Document L001 the ref is GBTEX1234567

The Reference is made up of GB + Type + (TEX for Textures) + Sequence

**Our example:** the Status is AE which means 'paper attached'

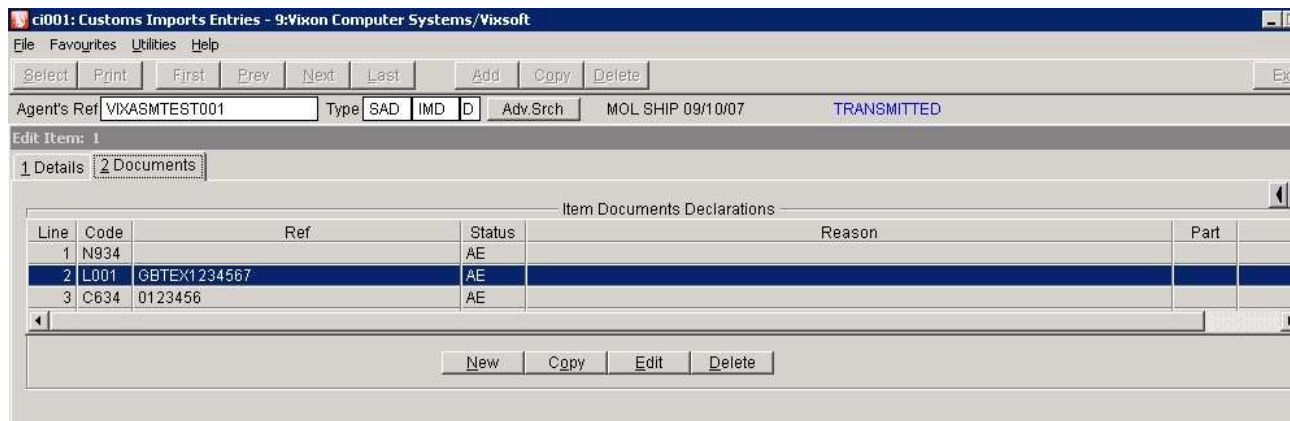
## C634 – Proof of Origin (textile Products)

**Our example:** Instead of DT = CT2 we used C634 Proof of Origin

Our example required these documents but if you take another entry sending Sun Flower Oil you will require other documents for example:

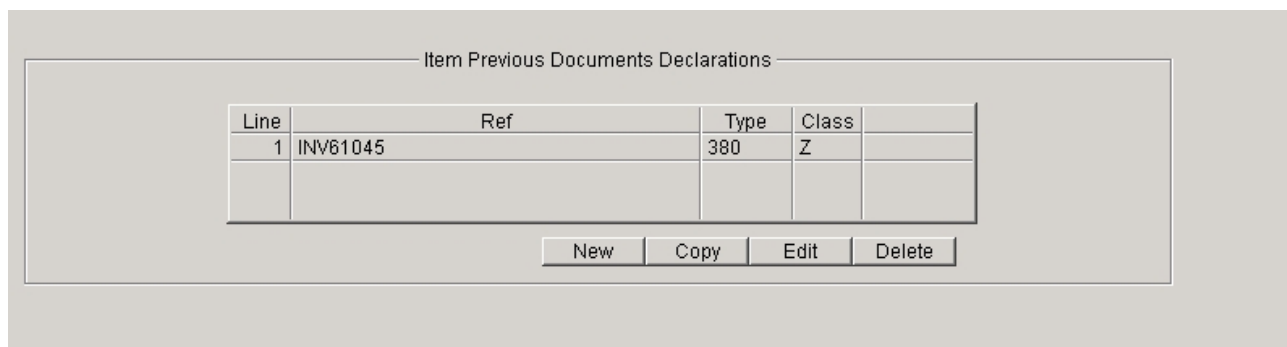
N934 and a 9120

after adding all of your required documents your screen should look like the one on the next page:



**You are now required to provide at lease one previous document.**

We have tended to use a commercial invoice as a previous document but you should use a document that best describes your goods.



**Note:** This previous document type is for audit purposes so giving correct details is important.