

Please indicate whether it is a question of a new application or an amendment application. Select "Amendment application" for example in cases of changes to the following data:

- Change of software (may require new testing with Customs)
- The company extends the use of direct message exchange to another system
- Change of service provider (the message declarant must notify of change of service provider, and the new service provider must have authorisation for direct message exchange)

**When the Business ID changes, it is a question of a new company, and one must fill in a new application.**

## A. Basic information of the company

### **Name of company**

Give the name and address of the company's principal place of business.

### **Business ID**

Give the Business ID granted by the Finnish Business Information System.

A company registered in another country shall leave this field empty.

### **EORI number**

A company registered in Finland shall leave this field empty.

A company registered in another country shall indicate the EORI number granted to the company by Finland or another EU Member State.

If the company does not yet have an EORI number, it needs to apply for the EORI number in the Member State in which the company is established and involved in activities covered by customs legislation.

A company does not need an EORI number, if it acts solely as a service provider for other companies and does not act as a direct message declarant. If such a dedicated service provider has not been granted an EORI number by any Member State, then this field must be left blank.

### **VAT number**

A company registered in Finland shall leave this field empty.

A server certificate containing the company's VAT number is used to authenticate the company in the Customs service. In addition to the information requested above, indicate the company's VAT number. If the company has multiple VAT numbers, indicate the VAT number which is used in the company's server certificate.

The only scenario in which the company will not use a server certificate is the following: The company acts as a direct message declarant that uses a service provider for both building and transmitting the messages (alternative 3 under point B. "Applicant's role" below). In this case, the company's VAT number does not need to

be indicated. In all other cases, the VAT number used in the company's server certificate must be indicated.

## **B. Applicant's role**

- 1) The company acts alone as a direct message declarant without a service provider. The company's system builds the system-specific messages (e.g. AREX) according to the specifications set by Customs, signs them with an XML signature and transmits them to Customs via the direct message exchange service.
- 2) The company acts as a direct message declarant, builds the messages that will be sent to Customs and signs them with an XML signature, but uses a service provider to transmit the messages to Customs via the direct message exchange service.
- 3) The company acts as a direct message declarant, but uses a service provider that builds, signs and transmits the XML-messages sent to Customs. The company that acts as a direct message declarant does not produce the system-specific messages according to the specifications set by Customs, but provides the service provider with the data required for building the messages.
- 4) The company acts as a service provider and transmits the messages on behalf of other companies to Customs via the direct message exchange service.
- 5) The company acts as a service provider and builds the system-specific messages (e.g. AREX) according to the specifications set by Customs, signs them with an XML signature and transmits them to Customs via the direct message exchange service on behalf of other companies.

## **C. Service provider used by the applicant**

Is left empty if the applicant does not use a service provider, i.e. if the applicant's role is in accordance with alternative 1 in point B.

## **D. Examples of companies that use the applicant as a service provider**

Enter at least one company that uses your company as a service provider (a company that transmits and/or builds messages on behalf of another company to the direct message exchange service of Customs).

The applicant does not need to update the list of declarants with a new application if the applicant gets new customers or if a customer stops using the applicant as a service provider.

Is left empty if the applicant does not act as a service provider.

## **E. Customs system for which the authorisation for direct message exchange is applied**

Select one or more system, i.e. the Customs system(s) to which messages will be sent using direct message exchange. For every selected system, a system-specific appendix (listed under point L) must be filled in.

This point is filled in if the applicant:

- a) acts as a direct message declarant (the point is filled in regardless of whether the applicant builds the system-specific messages itself according to the specifications set by Customs),
- b) acts as a service provider that builds system-specific messages according to the specifications set by Customs

#### **F. Prior authorisation for direct message exchange**

Is filled in if the company has already been registered for direct message exchange with some other Customs data system.

#### **G. Prior authorisation to use message exchange via operator**

Is filled in if the company already has authorisation to use direct message exchange with a Customs data system via an operator.

#### **H. Company's contact person for message exchange**

The company will point out a primary contact person whom Customs can contact with regard to matters involving message exchange.

#### **I. Contact persons for IT enquiries**

##### ***Technical contact person***

"Technical contact person" refers to the person designated to be responsible for IT and testing phase matters within the company. "Technical contact person" also refers to the person who is responsible for ordering and maintenance of the server certificate connected to data security.

##### ***Name of software supplier***

Enter the name and contact person of the company that provided your company with the software created on the basis of the message specifications set by Customs "Software supplier" refers to a company selling data system-specific software required for message exchange with Customs.

#### **J. Further information**

Please provide any additional information here. Required data for which there is not enough space in some specific part of the form can also be entered here.

#### **K. Signature**

Both applicants acting as direct message declarants and applicants acting as service providers agree to adhere to the terms of data security and with their signature affirm that the data provided in the application are correct.

The form is signed by the person authorised to sign for the applicant company.

## L. Appendices

Appendix 1 (Terms of data security) must always be enclosed to the application.

The system-specific appendix must be filled in if the customer of message exchange is a new customer that has not previously sent declarations in message format to Customs and will send them to the summary declaration system AREX, the export system ELEX (only arrival at exit notifications), the EMCS (Excise Movement Control System). A system-specific appendix need not be filled in and enclosed if the company already acts as an EDI sender via an operator for the Customs system to which authorisation for direct connection is applied.

However, the appendix shall be filled in if the software is changed in connection with the change-over from message exchange via an operator to direct message exchange. All system testing shall be carried out again when the software is changed.

Completion instructions for the system-specific appendices are available on the Finnish Customs website at:

- Instructions for completing the EDI customer application form, Entry and exit (AREX) (Customs form 253e)  
[http://www.tulli.fi/en/businesses/eServices/Forms/01\\_lomakkeet/253e\\_instructions.pdf](http://www.tulli.fi/en/businesses/eServices/Forms/01_lomakkeet/253e_instructions.pdf)

**Please submit your inquiries and the information on any changes which can affect the granted authorisation to:**

Electronic Service Centre, Licence Administration  
tel. 020 690 617  
e-mail: [EDI-luvat@tulli.fi](mailto:EDI-luvat@tulli.fi)

## Other things to note

You will find more information on direct message exchange in the following instructions at the Finnish Customs website:  
Message exchange with Finnish Customs: Applying for an authorisation, and  
Message exchange with Finnish Customs: Technical guidebook.

The decision concerning the application is free of charge.