



Provision of MRN on import declarations

If the document preceding import declaration is Community external transit or an entry summary declaration submitted to the AREX system, the MRN must be provided on the import declaration as the 'Previous document' and as the 'Produced document' for each goods item.

Please note! This only applies to incomplete, complete or local clearance procedure declarations (A, B, D, E and Z), not to supplementary customs declarations or declarations for periodic clearance (X, BPM, BPW).

Provision of MRN of a transit declaration:

1. The code for the 'Previous document' must be 701 (electronic transit) and the previous document number the MRN of the transit declaration.
2. The 'Produced document' code 701, the MRN of the transit declaration and date must be entered for each goods item.

Provision of the MRN generated by the AREX system as the 'Previous document':

1. The code for the 'Previous document' must be 702 (electronic summary declaration AREX) and the previous document number the MRN generated by the AREX system.
2. The 'Produced document' code 702, the MRN generated by the AREX system and date must be entered for each goods item.
3. The AREX goods item number must be provided for each goods item as additional information.

Only one MRN and corresponding goods item number can be entered per goods item.

If you wish to declare more than one MRN and/or corresponding goods item number in one customs declaration, they must be entered as follows:

- enter one MRN as the 'Previous document' at header level, and
- enter all the MRNs for each of the goods items on the import declaration (also the one entered as the 'Previous document'), i.e. you must enter at least as many items as there are MRNs, and
- enter the MRNs at goods item level, i. e. only one goods item number under the MRN can be entered for one goods item on the import declaration.

NB! If you have obtained permission to revert to fallback due to the non-availability of the transit or AREX system and have lodged a paper transit or summary declaration, code 788 must be entered as the 'Previous document' and the MRN and item number as the document number, if available, or the date of entry. In such a case no 'Produced documents' need be entered instead of the MRN.

The ITU system checks that the declaration can be found in the transit or AREX system by reference to the MRN provided and that the declaration is in the 'Accepted' state.

If the declaration is in the 'Accepted' state, the ITU system will automatically continue its processing.

If the ITU system sends an error message: The previous document is in a wrong state

The error message means that the state of the declaration in the transit or AREX system is not acceptable for import clearance.

If you receive an error message, you need to contact the carrier to verify that the declaration is in the 'Accepted' state.

- a). The state of the declaration is acceptable for import clearance, please contact the Electronic Customs Clearance Centre at tel: 020 690 617.
- b). The state of the declaration is not acceptable, please ask the carrier to notify you when the declaration has passed to the 'Accepted' state

If the ITU system sends an error message: Wrong MRN

The error message means that the MRN could not be found in the AREX or transit system. The MRN must be corrected and the declaration with corrected data re-submitted to Customs.