



User guide

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1 HOW TO AUTHENTICATE?

1. To connect to LUCCS, open [Accès aux applications en ligne](#)
2. Click on **Accédez à LUCCS > Accès direct**
3. You are redirected to the **eAccess** authentication portal
4. Authenticate yourself using the authentication method of your choice. You are redirected to your *Dashboard*.

Note: If you or your company are not yet registered in the LUCCS portal, you will be redirected to the home page where you can submit an access request.

The screenshot shows the LUCCS registration page. At the top left is the LUCCS logo with the tagline 'YOUR DIGITAL DOOR'. On the top right, there are language selection buttons for 'EN' and 'FR'. Below the header, the text reads 'WELCOME TO LUCCS REGISTRATION PAGE, SELECT YOUR PROFILE'. There are four main registration options, each in a white box with a blue icon and a title:

- Register a company:** Icon of a building. Text: 'You are the legal representative of your company and your company is not registered in LUCCS yet. By selecting this profile, you will be able to : • request LUCCS access for your company ; • define the customs operations your company would like to carry out ; • request LUCCS access for yourself as the legal representative of your company. Upon request acceptance by customs authorities, your company will be registered in LUCCS and you will obtain a LUCCS account. You will then be able to carry out the customs operations authorised for your company.'
- Register as company's employee:** Icon of a person and a building. Text: 'You are an employee of a company that is already registered in LUCCS and you know your company's EORI. By selecting this profile, you will be able to : • request LUCCS access for yourself as an employee of your company. Upon request acceptance by your manager, you will obtain a LUCCS account. You will then be able to carry out the customs operations that are authorized for you and your company.'
- Register as natural person:** Icon of a person. Text: 'You carry out customs operations as a natural person and you have been provided an ad hoc EORI by customs authorities. By selecting this profile, you will be able to : • request LUCCS access for yourself ; • define the customs operations you would like to carry out. Upon request acceptance by customs authorities, you will obtain a LUCCS account. You will then be able to carry out the customs operations that are authorised for you. If you do not have an ad hoc EORI number, please send your request to [customs](#)'.
- Register as new legal representative:** Icon of two people. Text: 'You are the new legal representative of your company and your company is already registered in LUCCS. By selecting this profile, you will be able to : • request LUCCS access for yourself as the legal representative of your company ; • update your actual profile.'

Figure 1: Home page - access request

2 HOW TO GET ACCESS?

2.1 REQUEST ACCESS FOR A COMPANY

To obtain access to the LUCCS portal, the legal representative of the company must submit the registration form for the company (without this, it will be impossible for employees to link to the company):

1. Open the **Home Page** by authenticating (see **User Guide > How to authenticate?**).
2. Select **Register a company**.

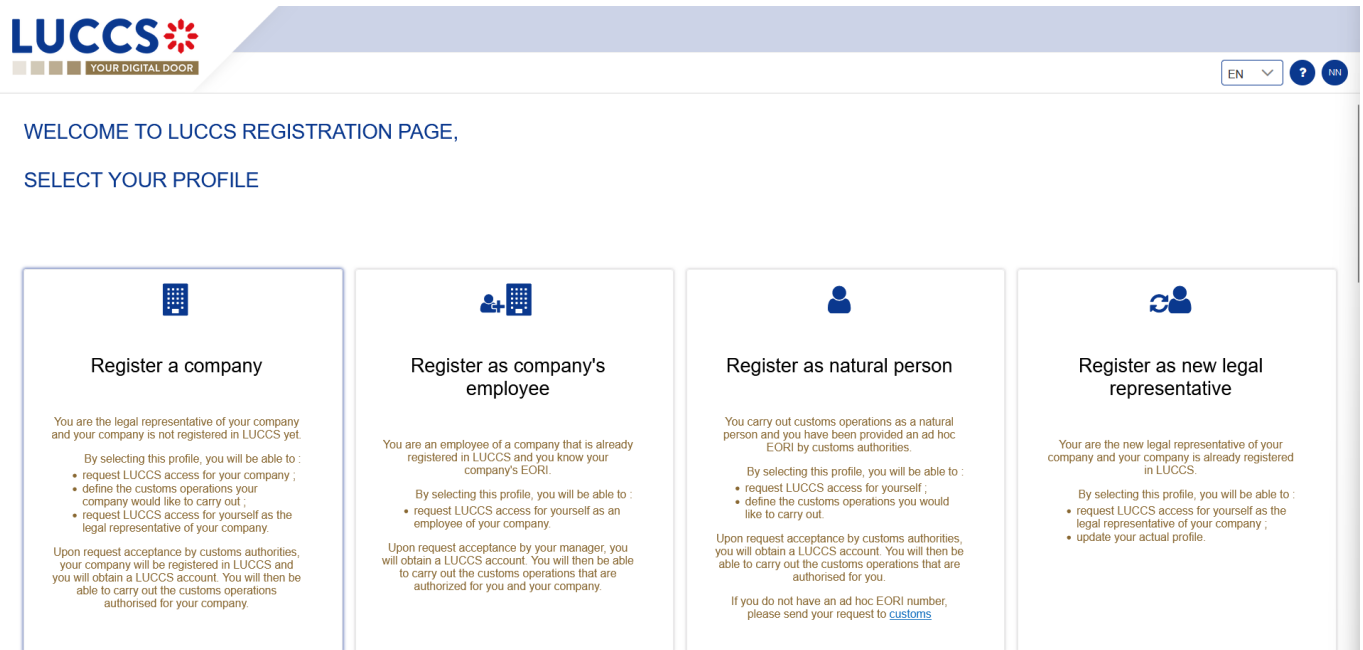


Figure 2: Select Register a company

3. Enter the company's EORI ID number.
4. Select the customs operations that your company should be able to perform from the LUCCS portal.

FILL IN THE REGISTRATION FORM

Company identification

EORI *

Customs operations

Select the customs operations you would like to carry out *

- Import [\(Help\)](#)
- Export
- Transit
- Temporary storage
- Release for home-use (AC4)
- Security Import control system (ICS)
- National guarantee management system

FILL IN THE REGISTRATION FORM

Company identification

EORI *

Customs operations

Select the customs operations you would like to carry out *

- Import [\(Help\)](#)
- Transit
- Temporary storage
- Release for home-use (AC4)
- Security Import control system (ICS)
- National guarantee management system

Legal representative contact data

NAME SURNAME E-MAIL



Figure 3: Company registration form

5. Read and accept the General terms and conditions of use.
6. Click on **Submit**. Your access request is submitted and awaiting validation by the customs authorities.

Legal representative contact data

NAME	SURNAME	E-MAIL

General terms and conditions of use

The information concerning you collected on this form is processed by the administration concerned in order to carry out your request.

This information is kept for the duration necessary by the administration to achieve the purpose of the processing.

The recipients of your data are the competent authorities in the context of the processing of your request. Please contact the administration concerned by your request to find out the recipients of the data appearing on this form.

In accordance with Regulation (EU) 2018/679 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, you have the right to access, rectify and if necessary, the erasure of information concerning you. You also have the right to withdraw your consent at any time.

In addition, and except in the case where the processing of your data is mandatory, you may, for legitimate reasons, oppose it.

If you wish to exercise these rights and/or obtain communication of your information, please contact the administration concerned using the contact details indicated in the form. You also have the possibility of lodging a complaint with the National Commission for Data Protection having its registered office at 15, Boulevard du Jazz, L-4370 Belvaux.

By continuing your process, you agree that your personal data will be processed as part of your request.

Accept the general terms and conditions of use

SUBMIT

Figure 4: General terms and conditions of use

Note: you will receive an email notification when your access request has been processed (accepted or rejected).

Note: Click on the **Menu User > Logout** to exit the registration form. You will be redirected to the eAccess authentication portal.


2.2 REQUEST USER ACCESS FOR AN EXISTING COMPANY

To obtain access to the LUCCS portal, a company's employee must submit the registration form:

1. Open the **Home Page** by authenticating (see **User Guide > How to authenticate?**).
2. Select **Register as company's employee**.

WELCOME TO LUCCS REGISTRATION PAGE,

SELECT YOUR PROFILE




Register a company

You are the legal representative of your company and your company is not registered in LUCCS yet.

By selecting this profile, you will be able to :

- request LUCCS access for your company ;
- define the customs operations your company would like to carry out ;
- request LUCCS access for yourself as the legal representative of your company.

Upon request acceptance by customs authorities, your company will be registered in LUCCS and you will obtain a LUCCS account. You will then be able to carry out the customs operations authorised for your company.




Register as company's employee

You are an employee of a company that is already registered in LUCCS and you know your company's EORI.

By selecting this profile, you will be able to :

- request LUCCS access for yourself as an employee of your company.

Upon request acceptance by your manager, you will obtain a LUCCS account. You will then be able to carry out the customs operations that are authorized for you and your company.



Register as natural person


You carry out customs operations as a natural person and you have been provided an ad hoc EORI by customs authorities.

By selecting this profile, you will be able to :

- request LUCCS access for yourself ;
- define the customs operations you would like to carry out.

Upon request acceptance by customs authorities, you will obtain a LUCCS account. You will then be able to carry out the customs operations that are authorised for you.

If you do not have an ad hoc EORI number, please send your request to [customs](#).



Register as new legal representative

You are the new legal representative of your company and your company is already registered in LUCCS.

By selecting this profile, you will be able to :

- request LUCCS access for yourself as the legal representative of your company ;
- update your actual profile.

Figure 5: Select Register as company's employee

3. Enter the EORI of the company.
4. Read and accept the terms and conditions of use.

FILL IN THE REGISTRATION FORM

Company identification

EORI *

Your contact data

NAME	SURNAME	E-MAIL
<input type="text"/>	<input type="text"/>	<input type="text"/>

General terms and conditions of use

The information concerning you collected on this form is processed by the administration concerned in order to carry out your request.

This information is kept for the duration necessary by the administration to achieve the purpose of the processing.

The recipients of your data are the competent authorities in the context of the processing of your request. Please contact the administration concerned by your request to find out the recipients of the data appearing on this form.

In accordance with Regulation (EU) 2018/679 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, you have the right to access, rectify and if necessary, the erasure of information concerning you. You also have the right to withdraw your consent at any time.

In addition, and except in the case where the processing of your data is mandatory, you may, for legitimate reasons, oppose it.

Figure 6: Employee registration Form

5. Click on **Submit**. Your access request is submitted and awaiting validation by your company's legal representative or user manager.
Note: you will receive an email notification when your access request has been processed (accepted or rejected).

Note: click on **Menu User > Logout** to exit the registration form and to be redirected to the eAccess authentication portal.

2.3 REQUEST ACCESS FOR A NEW NATURAL PERSON

To obtain access to LUCCS as a natural person:

1. Open the **Home Page** by authenticating (see **User Guide > How to authenticate?**).
2. Select **Register as natural person**.

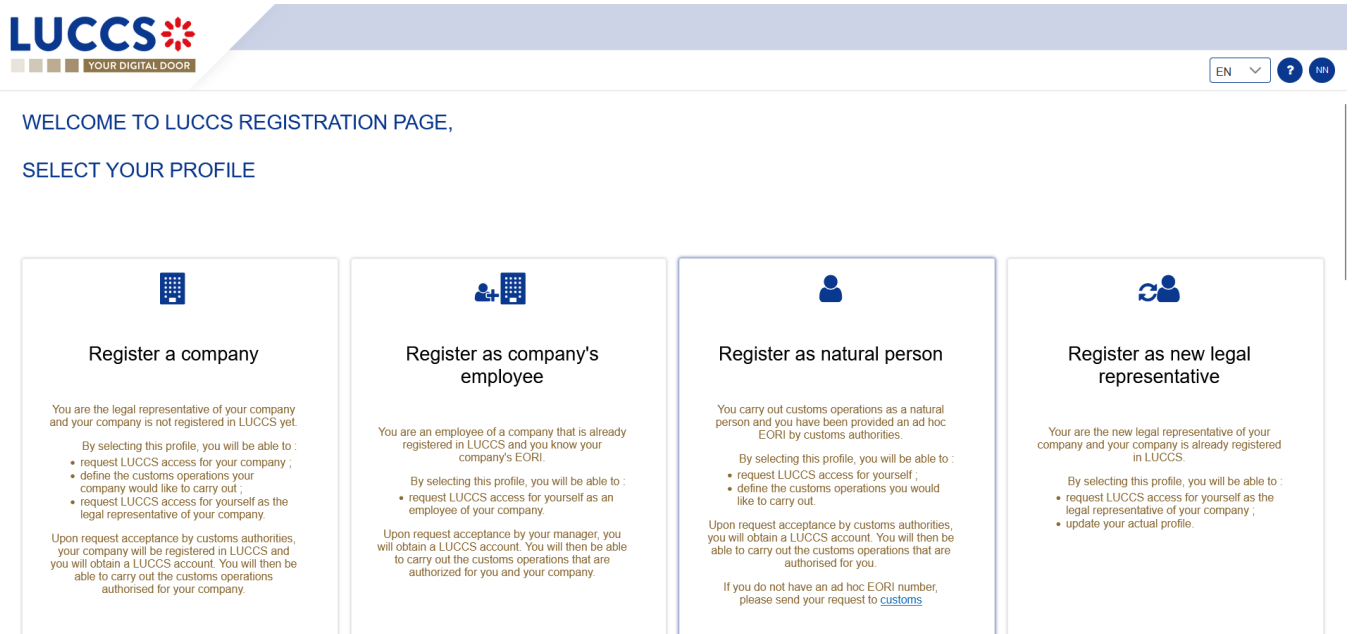


Figure 7: Select Register as natural person

3. Enter your Ad Hoc EORI identification number.
4. Select the customs operations you want to be able to perform in LUCCS.

The screenshot shows the LUCCS registration form for a natural person. The header reads 'FILL IN THE REGISTRATION FORM'. The form is divided into two sections:

- Identification**: A field for 'Ad Hoc EORI *' with an empty input box.
- Customs operations**: A section titled 'Select the customs operations you would like to carry out *' with a list of checkboxes:
 - Import ([Help](#))
 - Export
 - Transit
 - Temporary storage
 - Release for home-use (AC4)
 - Security Import control system (ICS)
 - National guarantee management system

Figure 8: Natural person registration form

5. Read and accept the General terms and conditions of use.
6. Click on **Submit**. Your access request is submitted and awaiting validation by the customs authorities.

Note: you will receive an email notification when your access request has been processed (accepted or rejected).

Note: click on **Menu User > Logout** to exit the registration form. You will be redirected to the eAccess authentication portal.

2.4 REQUEST ACCESS TO REPLACE A LEGAL REPRESENTATIVE

To obtain access to LUCCS as a substitute for a legal representative:

1. Open the **Home Page** by authenticating (see **User Guide > How to authenticate?**).
2. Select **Register as new legal representative**.

The screenshot shows the LUCCS website interface. At the top left is the LUCCS logo with the tagline 'YOUR DIGITAL DOOR'. On the top right, there are language and user icons. Below the header is a section titled 'SELECT YOUR PROFILE' with four cards:

- Register a company:** Includes an icon of a building. Text: 'You are the legal representative of your company and your company is not registered in LUCCS yet. By selecting this profile, you will be able to: request LUCCS access for your company; define the customs operations your company would like to carry out; request LUCCS access for yourself as the legal representative of your company. Upon request acceptance by customs authorities, your company will be registered in LUCCS and you will obtain a LUCCS account. You will then be able to carry out the customs operations authorised for your company.'
- Register as company's employee:** Includes an icon of a person at a computer. Text: 'You are an employee of a company that is already registered in LUCCS and you know your company's EORI. By selecting this profile, you will be able to: request LUCCS access for yourself as an employee of your company. Upon request acceptance by your manager, you will obtain a LUCCS account. You will then be able to carry out the customs operations that are authorized for you and your company.'
- Register as natural person:** Includes an icon of a person. Text: 'You carry out customs operations as a natural person and you have been provided an ad hoc EORI by customs authorities. By selecting this profile, you will be able to: request LUCCS access for yourself; define the customs operations you would like to carry out. Upon request acceptance by customs authorities, you will obtain a LUCCS account. You will then be able to carry out the customs operations that are authorised for you. If you do not have an ad hoc EORI number, please send your request to [customs](#).'
- Register as new legal representative:** Includes an icon of two people. Text: 'You are the new legal representative of your company and your company is already registered in LUCCS. By selecting this profile, you will be able to: request LUCCS access for yourself as the legal representative of your company; update your actual profile.'

Figure 9: Select Register as new legal representative

3. Enter your EORI ID number.

Company identification

EORI *

New legal representative contact data

NAME	SURNAME	E-MAIL

General terms and conditions of use

The information concerning you collected on this form is processed by the administration concerned in order to carry out your request.

This information is kept for the duration necessary by the administration to achieve the purpose of the processing.

The recipients of your data are the competent authorities in the context of the processing of your request. Please contact the administration concerned by your request to find out the recipients of the data appearing on this form.

In accordance with Regulation (EU) 2016/679 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, you have the right to access, rectify and if necessary, the erasure of information concerning you. You also have the right to withdraw your consent at any time.

In addition, and except in the case where the processing of your data is mandatory, you may, for legitimate reasons, oppose it.

If you wish to exercise these rights and/or obtain communication of your information, please contact the administration concerned using the contact details indicated in the form. You also have the possibility of lodging a complaint with the National Commission for Data Protection having its registered office at 15, Boulevard du Jazz, L-4370 Belvaux.

Figure 10: New legal representative registration form

4. Read and accept the General terms and conditions of use.
5. Click on **Submit**. Your access request is submitted and awaiting validation by the customs authorities.

Note: you will receive an email notification when your access request has been processed (accepted or rejected).

Note: click on **Menu User > Logout** to exit the registration form. You will be redirected to the eAccess authentication portal.

3 HOW TO MANAGE ACCESS REQUESTS?

From the **User Management** page (*accessible from the User Menu*), you can manage the LUCCS portal access requests for your company.

USER MANAGEMENT

PENDING REQUESTS 1

NAME AND SURNAME	E-MAIL	REQUEST DATE	ACTION
		07/04/2023	

USER LIST 4

NAME AND SURNAME	FUNCTION	AUTHORISED OPERATIONS	ACTION
	Legal representative	Import Transit Temporary storage Release for home-use (AC4) Security import control system (ICS) National guarantee management system	
	User manager	Temporary storage	
	User manager	Release for home-use (AC4)	
	Employee	Transit	

Figure 11: User management

3.1 ACCEPT AN ACCESS REQUEST

Note: only users with the function 'Legal Representative' or 'User Manager' have access to this option.

1. Open **Menu User > User management** page. The requests for access to the LUCSS portal for the company are displayed at the top of the page.
2. Click on the action **Execute**. A pop-up opens.

Manage LUCCS access request

Decision *

Authorised operations *

Import

Export

Transit

Temporary storage

Release for home-use (AC4)

Security Import control system (ICS)

National guarantee management system

User function *

User manager Employee

Remarks

255

Figure 12: Pop-up – Accept a user's access request

3. Click **Accept Request**.
4. Select the operations allowed for the user.
5. Select the user's function: 'User Manager' or 'Employee'.
Note: Only the user with the 'legal representative' function can assign the 'User Manager' function.
6. Add a remark: this note will be communicated to the user in the notification email.
7. Click on **Submit**. An email notification is sent, and the user can access the LUCCS portal.

3.2 REJECT AN ACCESS REQUEST

Note: only users with the function 'Legal Representative' or 'User Manager' have access to this option.

1. Open **Menu User > User management** page. The requests for access to the LUCCS portal for the company are displayed at the top of the page.
2. Click on the action **Execute**. A pop-up opens.

Manage LUCCS access request

Decision *

Accept request Reject request

Remarks

255

SUBMIT CANCEL

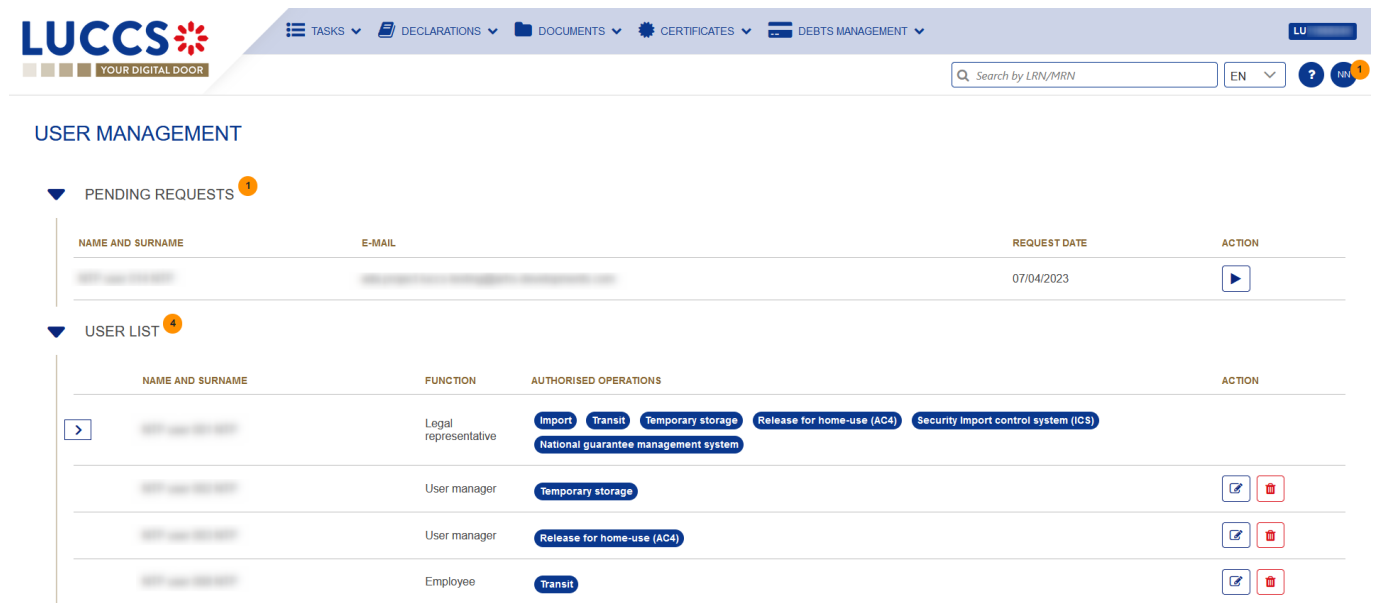
Figure 13: Pop-up – Reject a user's access request

3. Click on **Reject Request**.
4. Add a remark: this note will be communicated to the user in the notification email.
5. Click on **Submit**. An email notification is sent, and the user will not have access to the LUCCS portal.

4 HOW TO MANAGE USERS?

From the **User Management** page (*accessible from the User Menu*), you can manage registered users for your company.

Note: you must have the function 'Legal Representative' or 'User Manager' to be able to edit users.



The screenshot displays the Luccs User Management interface. At the top, there is a navigation bar with the Luccs logo and the tagline 'YOUR DIGITAL DOOR'. The navigation menu includes 'TASKS', 'DECLARATIONS', 'DOCUMENTS', 'CERTIFICATES', and 'DEBTS MANAGEMENT'. A search bar is present with the placeholder text 'Search by LRN/MRN'. The main content area is titled 'USER MANAGEMENT' and is divided into two sections: 'PENDING REQUESTS' and 'USER LIST'.

PENDING REQUESTS (1 notification):


NAME AND SURNAME	E-MAIL	REQUEST DATE	ACTION
[Redacted]	[Redacted]	07/04/2023	[Play icon]

USER LIST (4 notifications):

NAME AND SURNAME	FUNCTION	AUTHORISED OPERATIONS	ACTION
[Redacted]	Legal representative	Import, Transit, Temporary storage, Release for home-use (AC4), Security Import control system (IC5), National guarantee management system	[Edit icon]
[Redacted]	User manager	Temporary storage	[Edit icon] [Delete icon]
[Redacted]	User manager	Release for home-use (AC4)	[Edit icon] [Delete icon]
[Redacted]	Employee	Transit	[Edit icon] [Delete icon]

Figure 14: User management

4.1 UPDATE A USER

1. Open the **Menu User > User management** page. All users in your company are displayed in the 'User List'.
2. Click on the action  **Edit**. A pop-up opens.

5 GENERIC SCREENS

5.1 MENU

The menu to access the different features of the application is located on the upper part of the screen.

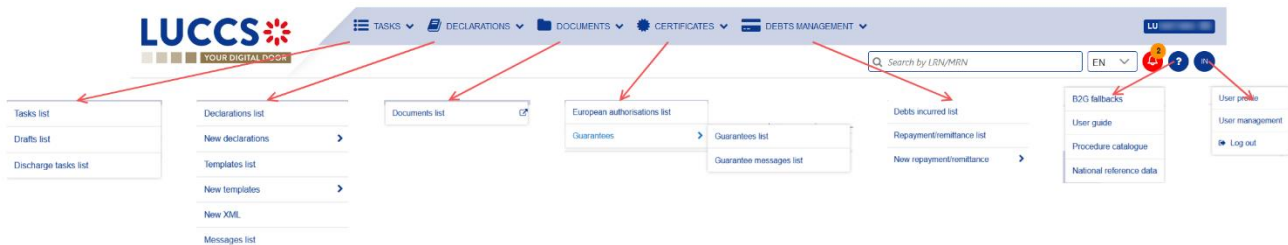


Figure 16: Menu

When using the interface on a tablet, the menu is displayed on the left side of the screen.



5.2 CUSTOMS PORTAL AND GUICHET.LU

Click on  > **Procedure catalogue.**

A page presenting information on the customs portal and customs-related administrative procedures in Guichet is displayed. Links allow you to access different websites.

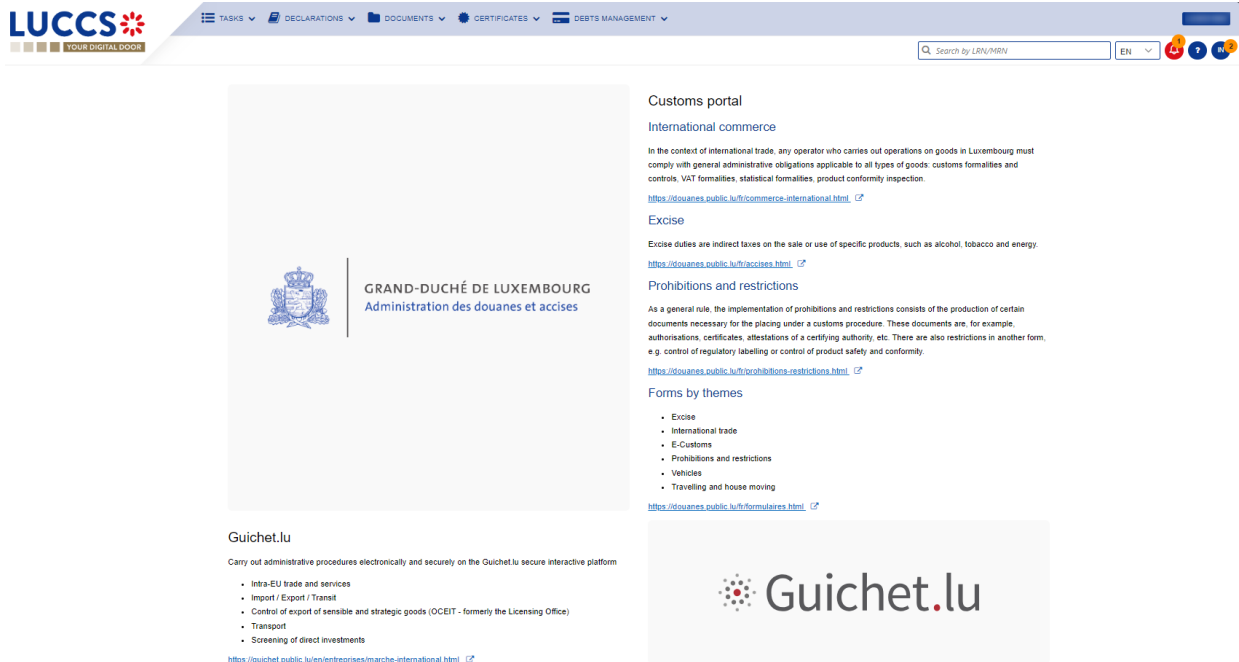


Figure 17: Customs portal and Guichet.lu

5.3 DASHBOARD

The dashboard is your home page when you log in to the Luccs portal.

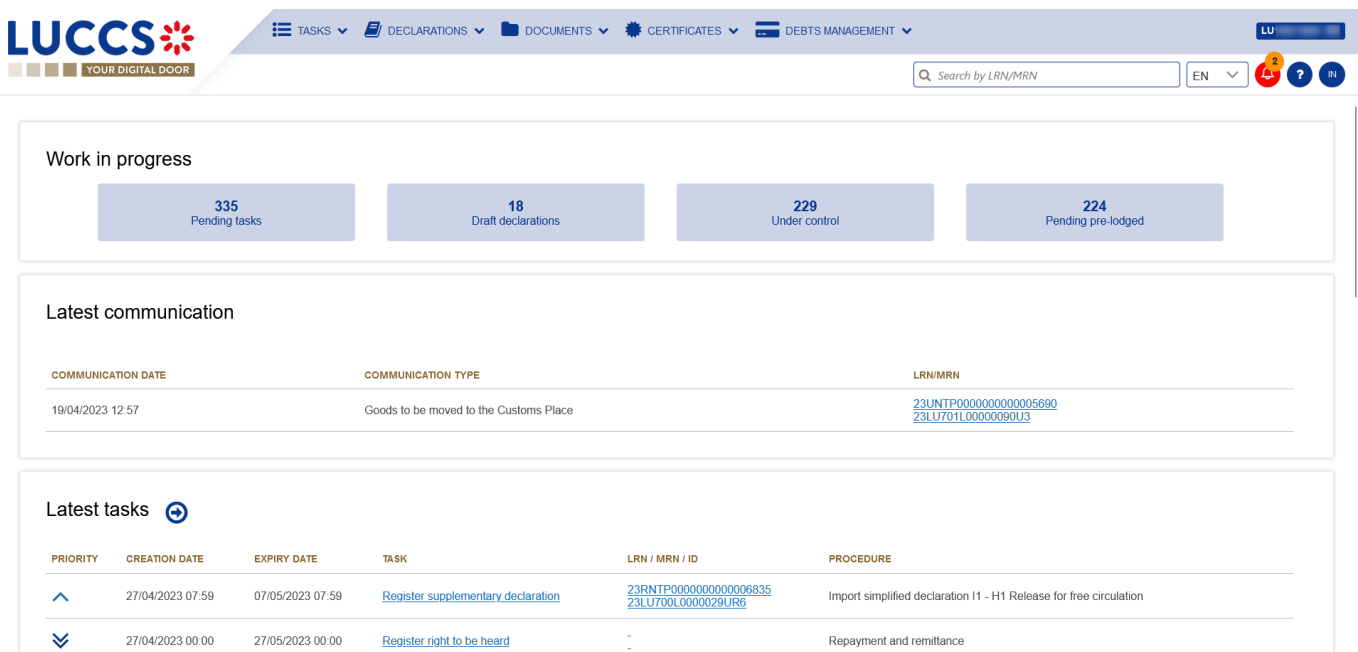



Figure 18: Dashboard

The following features can be accessed from the dashboard:

- Your work in progress (Tasks or declarations).
- The last 10 communications received from Customs authorities.

-
- The last 10 newly created tasks.
 - The last 10 recently updated declarations.
 - The last 10 messages received from the Luxembourg customs system.

The dashboard is accessed from the LUCCS icon in the  **Menu.**

5.3.1 CONSULT THE LATEST COMMUNICATIONS

The "**Latest communication**" section allows you to view the last 10 communications made by the customs authorities. These communications relate only to the declaration of temporary storage and centralised clearance


The communications are ordered by creation date, with the most recent at the top.

Note: You can access the **Declaration View** by clicking on its **LRN/MRN**.

5.3.2 CONSULT THE LATEST TASKS

The '**Latest tasks**' section allows you to consult the last 10 newly created tasks for all your declarations for which you are the declarant, the holder of the procedure, the trader at destination or the representative.

The tasks are ordered by creation date, with the most recent at the top, and then by expiration date, with the most urgent at the top.


1. Click on the icon  to access the *Tasks list*
2. Click on the **task** name to perform it.

Note: you can access the **Declaration View** by clicking on its **LRN/MRN**.

5.3.3 CONSULT THE LATEST UPDATED DECLARATIONS

The '**Latest updated declarations**' section allows you to view the last 10 newly updated declarations for which you are the declarant, the holder of the procedure, the trader at destination or the representative.

The declarations are ordered by creation date with the most recent at the top.


- Click on the icon  to access the *Declarations list*

Note: you can access the **Declaration View** by clicking on its **LRN/MRN**.

5.3.4 CONSULT THE LATEST RECEIVED MESSAGES

The '**Latest received messages**' section allows you to consult the last 10 messages received from the LUCCS system for all your declarations for which you are the declarant, the holder of the procedure, the trader at destination or the representative.

The messages are ordered by event date, i.e., the date the message was received, with the most recent ones at the top.

- Click on the icon  to access to the *Messages list*

Note: you can access the **Declaration View** by clicking on its **LRN/MRN**.

5.4 USER PROFILE

5.4.1 CONSULT MY PROFILE

From the **Menu > User > User Profile**, you access your profile information.

This information includes:

- Your contact details. (Name, first name, email address).
- Your accounts, with the one you are currently logged highlighted.
- The identifiers of your company (Name and EORI) as well as its delegations.
- The contact details of your company's legal representative.
- The customs operations that your company can carry out.
- Your accesses as a user (function within the company and authorised operations).


The screenshot displays the Luccs User Profile interface. At the top, there is a navigation bar with the Luccs logo and 'YOUR DIGITAL DOOR' tagline. The main content area is titled 'USER INFORMATION' and contains several sections:

- User Information:** A card showing fields for Name, Surname, and E-mail.
- Switch account:** A dropdown menu showing 'LU' and a 'REQUEST NEW ACCOUNT' button.
- Company identification:** Fields for Name, EORI, Representative (Yes/No), and Can be represented (Yes/No).
- Legal representative contact data:** Fields for Name, Surname, and E-mail.
- Customs operations:** A section with an 'Edit' icon and a list of authorised operations: Import, Release for home-use (AC4), National guarantee management system, Transit, Temporary storage, and Security Import control system (ICS).
- User accesses:** A section with a 'Function' dropdown and a list of authorised operations: Import, Release for home-use (AC4), National guarantee management system, Transit, Temporary storage, and Security Import control system (ICS).

Figure 19: User Profile

5.4.2 MODIFY THE COMPANY'S CUSTOMS OPERATIONS

Note: you must have the function 'Legal Representative' to be able to modify the customs operations of the company.

1. Open the **Menu User > User Profile** page.
2. Click on the action  **Edit**. A pop-up opens.
3. You can update the authorised operations for your business.
4. Click on **Submit**. Your request to change access is submitted and awaiting validation by the customs authorities.

Note: you will receive an email notification when your request to change access has been processed (accepted or rejected).

5.4.3 MANAGING MULTIPLE ACCOUNTS

1. Open the **Menu User > User Profile** page.
2. Click on the **'Request a new account'** button.
3. Follow the instructions in:

4. How to get access?
5. Once your new account is accepted, your new company id (EORI) will appear on your **User Profile (Switch Account section)** as well as on the **EORI** icon at the top right of the menu.
6. You can only work with one account at a time, to change your current account, use.
 - a. Either **Switch account** on your **User Profile** page

SWITCH ACCOUNT



- b. Or from the **EORI** icon  at the top right of the menu

Select company for which you currently work

Select company

and select the company you want to access.

5.5 DECLARATIONS LIST

In the '**Declarations list**', you will find all the declarations for which you are the holder of the procedure, the trader at destination, the declarant, or the representative.

The list is ordered by date of creation of the declaration with the most recent at the top. Only 50 results can be returned simultaneously.

DECLARATIONS LIST 34

LRN / MRN	STATUS	PROCEDURE / DECLARATION	DECLARATION TYPE	CREATION DATE	CONSIGNEE / IMPORTER / EXPORTER	DECLARANT / HOLDER / TRADER	REPRESENTATIVE	REPRESENTATION TYPE	ACTIONS
24RNTP00000000000026663 24LU700L000004OIR1	UNDER AMENDMENT	Import - H1 Release for free circulation	IM / D	13/03/2024 10:57			-	No representation	
24DF265312766464A0	SUBMITTED	Arrival at exit notification	- / -	12/03/2024 23:20			-	-	
24DE545933017000A0	SUBMITTED	Arrival at exit notification	- / -	12/03/2024 23:18			-	-	
24RNTP00000000000026647 24LU700L000004OGR3	UNDER AMENDMENT	Import - H1 Release for free circulation	IM / D	12/03/2024 16:27			-	No representation	
24RNTP00000000000026643 24LU700L000004OFR4	RELEASED	Import - H1 Release for free circulation	IM / D	12/03/2024 16:11			-	No representation	
24DF043486743318A6	SUBMITTED	Arrival at exit notification	- / -	12/03/2024 04:21			-	-	
24DE005140951051A2	SUBMITTED	Arrival at exit notification	- / -	12/03/2024 04:20			-	-	

Figure 20: Declarations list

5.5.1 ACCESS THE DECLARATIONS LIST

1. Click in the icon of the 'Latest Updated Declarations' section in the Dashboard or.
2. From the Menu > Declarations > Declarations list

5.5.2 CONSULT INFORMATION RELATED TO A DECLARATION

Each declaration is displayed in the list with the following information:

- **LRN/MRN**, the MRN is displayed only upon receipt of the notification of acceptance of the declaration
- **Status** of the declaration.
- **Procedure / Declaration**: (temporary storage, transit, export, import or excise).
- **Declaration type / Additional declaration type**: available only for transit, import and export procedures.
- **Creation date** of the declaration.
- **Consignee/ Importer/ Exporter**: the name and EORI of the consignee (for a temporary storage procedure); the name and EORI of the importer/exporter (for an import/export procedure).
- **Declarant/ Holder/ Trader**: the name and EORI of the holder of the procedure (for a transit procedure); the name and EORI of the declarant (for temporary storage, import, export procedure);
- **Representative**: the name and EORI of the representative.
- **Representation type**: indicates whether there is no representation, direct representation, or indirect representation.

Note: you can access the **Declaration View** by clicking on the **LRN/ MNR**.

5.5.3 FILTER DECLARATIONS

It is possible to filter the list of declarations according to several criteria.


1. Click on the 'Filters' button which is above the list.
2. Enter your filter criteria.
3. Click on 'Apply'.

The declarations list is filtered based on the selected search criteria.



Note 1: It is also possible to display the declarations submitted outside the LUCCS portal by selecting the filter 'Display B2G declarations'.

Note 2: It is also possible to display only centralised clearance declarations by selecting the filter 'Display centralised clearance declarations only'.

5.5.4 SORT THE DECLARATIONS LIST

1. Click on  to change the display order (ascending/descending) based on the creation date.

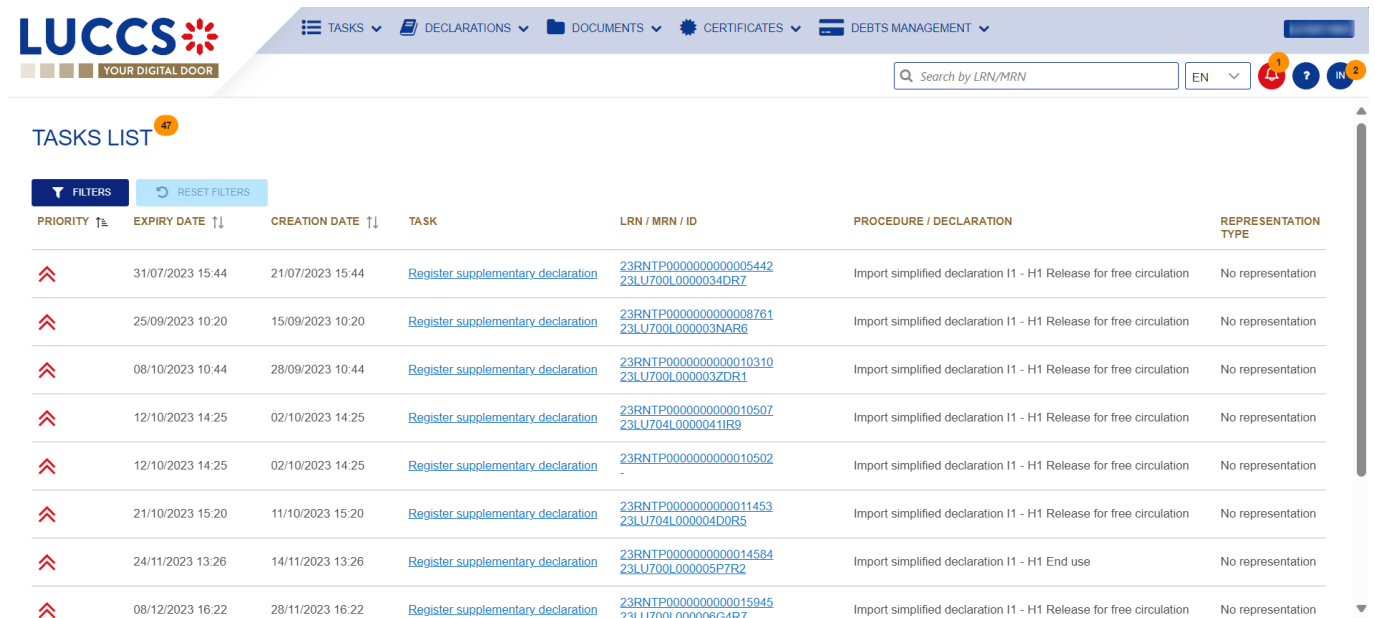
5.5.5 POSSIBLE ACTIONS

1. Click on  to duplicate a declaration. This functionality is also available from the **Declaration View**. Note that to avoid errors, the reference and mass fields are not retained when cloning a declaration.
2. Click on  to copy the MRN of a declaration to your clipboard.

5.6 TASKS LIST

You will find in the 'Tasks List' all the tasks you need to perform for all the declarations for which you are the holder of the procedure, the trader at destination, the declarant, or the representative.

The list is ordered by expiration date, with the most urgent tasks at the top, and then by creation date, with the oldest tasks at the top.




PRIORITY	EXPIRY DATE	CREATION DATE	TASK	LRN / MRN / ID	PROCEDURE / DECLARATION	REPRESENTATION TYPE
↑	31/07/2023 15:44	21/07/2023 15:44	Register supplementary declaration	23RNTP000000000005442 23LJ700L0000034DR7	Import simplified declaration I1 - H1 Release for free circulation	No representation
↑	25/09/2023 10:20	15/09/2023 10:20	Register supplementary declaration	23RNTP000000000008761 23LJ700L000003NAR6	Import simplified declaration I1 - H1 Release for free circulation	No representation
↑	08/10/2023 10:44	28/09/2023 10:44	Register supplementary declaration	23RNTP000000000010310 23LJ700L000003ZDR1	Import simplified declaration I1 - H1 Release for free circulation	No representation
↑	12/10/2023 14:25	02/10/2023 14:25	Register supplementary declaration	23RNTP000000000010507 23LJ704L0000041IR9	Import simplified declaration I1 - H1 Release for free circulation	No representation
↑	12/10/2023 14:25	02/10/2023 14:25	Register supplementary declaration	23RNTP000000000010502	Import simplified declaration I1 - H1 Release for free circulation	No representation
↑	21/10/2023 15:20	11/10/2023 15:20	Register supplementary declaration	23RNTP000000000011453 23LJ704L000004DOR5	Import simplified declaration I1 - H1 Release for free circulation	No representation
↑	24/11/2023 13:26	14/11/2023 13:26	Register supplementary declaration	23RNTP000000000014584 23LJ700L000005P7R2	Import simplified declaration I1 - H1 End use	No representation
↑	08/12/2023 16:22	28/11/2023 16:22	Register supplementary declaration	23RNTP000000000015945 23LJ700L000006G4R7	Import simplified declaration I1 - H1 Release for free circulation	No representation

Figure 21: Tasks list




Note: A task will no longer be available when its expiration date is reached.

5.6.1 ACCESS THE TASKS LIST

1. Click on the icon in the section '**Latest tasks**' in the **Dashboard** or;
2. From the **Menu**  > **Tasks > Tasks list**

5.6.2 CONSULT INFORMATION RELATED TO A TASK

Each task is displayed in the list with the following information:

- **Priority:** each task is associated with a priority level:
 -  corresponds to a high priority, i.e., an expiry date of less than or equal to 5 days.
 -  corresponds to an average priority, i.e., an expiry date greater than 5 days and less than or equal to 15 days.
 -  corresponds to a low priority, that is, an expiration date greater than 15 days.
- **Expiry date** of the tasks: the task will no longer be available from that date.
- **Creation date** of the task.
- **Name of the task** (cf. '**Mandatory tasks by customs procedure**').
- **LRN / MRN / ID:** the MRN is displayed only upon receipt of the notification of acceptance of the declaration.
- **Procedure / Declaration:** the customs procedure (temporary storage, transit, export, import or excise).
- **Representation type:** indicates whether there is no representation, direct representation, or indirect representation.

Note: you can access the **Declaration's View** by clicking on the **LRN / MNR**.

5.6.3 FILTER TASKS


It is possible to filter the tasks list according to several criteria.

1. Click on the '**Filters**' button above the list.
2. Enter your filter criteria.
3. Click on '**Apply**'

The tasks list is filtered based on the selected search criteria.

Note : It is also possible to display only centralised clearance tasks by selecting the filter '**Display centralised clearance declarations only**'.

5.6.4 SORT THE TASK LIST

Click on  to change the display order (ascending/descending) based on priority, expiration date, or creation date.

5.7 MESSAGES LIST

In the Message list, you will find all the messages exchanged for all the declarations for which you are the holder of the procedure, the trader at destination, the declarant, or the representative.

EVENT ↑↓	EVENT DATE ↓	LRN / MRN	PROCEDURE / DECLARATION	MESSAGE EXCHANGED	CONSIGNEE / IMPORTER / EXPORTER	DECLARANT / HOLDER / TRADER	REPRESENTATIVE	REPRESENTATION TYPE
	15/03/2024 00:00	24RNTP00000000000024031	Import - H1 Release for free circulation	IE456 - Rejection notification			-	No representation
	15/03/2024 00:00	24RNTP00000000000025797 24LU700L000003YKR2	Import - H1 Release for free circulation	IE438 - Request for additional documents reminder			-	No representation
	15/03/2024 00:00	24RNTP00000000000025792 24LU700L000003YHRS	Import - H1 Release for free circulation	IE438 - Request for additional documents reminder			-	No representation
	14/03/2024 13:59	24RNTP00000000000026721 24LU700L000004OWR7	Import - H1 Release for free circulation	IE428 - Acceptance notification			-	No representation
	14/03/2024 13:59	24RNTP00000000000026721 24LU700L000004OWR7	Import - H1 Release for free circulation	IE432 - Presentation notification			-	No representation
	14/03/2024 13:59	24RNTP00000000000026721 24LU700L000004OWR7	Import - H1 Release for free circulation	IE415 - Import customs declaration			-	No representation
	14/03/2024 13:59	24RNTP00000000000026721 24LU700L000004OWR7	Import - H1 Release for free circulation	IE426 - Registration notification	CFL logistics LU16571800	CFL logistics LU16571800	-	No representation

Figure 22: Messages list

The list is ordered by date of the event (see date of receipt/sending of the message), with the most recent messages at the top.



5.7.1 ACCESS THE MESSAGES LIST

1. Click on in the **Dashboard** or,
2. Open the **Menu > Declarations > Messages list** page.

5.7.2 CONSULT INFORMATION RELATED TO A MESSAGE

Each message is displayed in the list with the following information:

- **Event:**
 - corresponds to a received message.
 - corresponds to a message sent.
- **Event date:** date the message was received or sent.
- **LRN / MRN:** the MRN is displayed only from the receipt of the notification of acceptance of the declaration.
- **Procedure / Declaration:** the customs procedure (temporary storage, export, transit, import or excise).
- **Message exchanged:** message name.
- **Consignee/ Importer /Exporter:** the name and EORI of the consignee (for a temporary storage procedure); the name and EORI of the importer (for an import procedure).
- **Declarant/ Holder/ Trader:** the name and EORI of the holder of the procedure (for a transit procedure); the name and EORI of the declarant (temporary storage, import, export procedure); **Representative:** the name and EORI of the representative.
- **Representation type:** indicates whether there is no representation, direct representation, or indirect representation.

Note: you can access the **Declaration View** by clicking on the **LRN/ MNR**.

5.7.3 FILTER MESSAGES


It is possible to filter the list of messages according to several criteria.

1. Click on the '**Filters**' button which is above the list.
2. Enter your filter criteria.
3. Click on '**Apply**'

The list of messages is filtered based on the selected search criteria.

Note : It is also possible to display only centralised clearance declarations by selecting the filter '**Display centralised clearance declarations only**'.

5.7.4 SORT THE MESSAGE LIST

Click on  to change the display order (ascending/descending) based on the type of event or the date of the event.

5.8 LIST OF EUROPEAN AUTHORISATIONS

In the ‘European Authorisations List’, you will find all the authorisations for which you are the holder or the authorisations of the holders you can represent.

AUTHORISATION REFERENCE NUMBER	TYPE / SUB-TYPE	HOLDER OF THE AUTHORISATION	AUTHORISATION STATUS
[REDACTED]	UCC / ACE ⓘ	[REDACTED]	VALID ⓘ
[REDACTED]	UCC / ACR ⓘ	[REDACTED]	VALID ⓘ
[REDACTED]	AEO / AEOC ⓘ	[REDACTED]	REVOKED ⓘ
[REDACTED]	AEO / AEOF ⓘ	[REDACTED]	VALID ⓘ
[REDACTED]	UCC / CCL ⓘ	[REDACTED]	VALID ⓘ
[REDACTED]	UCC / CGU ⓘ	[REDACTED]	VALID ⓘ
[REDACTED]	UCC / CGU ⓘ	[REDACTED]	VALID ⓘ
[REDACTED]	UCC / CW1 ⓘ	[REDACTED]	VALID ⓘ
[REDACTED]	UCC / CW1 ⓘ	[REDACTED]	VALID ⓘ
[REDACTED]	UCC / DPO ⓘ	[REDACTED]	VALID ⓘ

Figure 23: European authorisations list

The list is ordered alphabetically by reference number. By default, only the authorisations for which you are the holder are displayed. To display the authorisations of the people you represent, you need to use the authorisation filters.

5.8.1 ACCESS THE LIST OF EUROPEAN AUTHORISATIONS

Open the **Menu > Certificates > European Authorisations List** page.

5.8.2 VIEW INFORMATION ABOUT AN AUTHORISATION

Each authorisation is displayed in the list with the following information:

- **Authorisation reference number:** the reference number of the European authorisation.
- **Type / sub-type:** the type and the subtype of the authorisation (details visible via the tooltip ⓘ).
- **Holder of the authorisation:** the name and EORI of the authorisation holder.
- **Authorisation status:** valid or revoked (with the validity dates in the tooltip ⓘ).

Note: You can access the **Authorisation View** by clicking on the **Authorisation Reference Number**.

5.8.3 HOW TO VIEW AN AUTHORISATION

To view the data of an authorisation:

1. Open the **Authorisation** page for the authorisation you wish to view via its **Reference Number**.

AUTHORISATION

REFERENCE NUMBER: [REDACTED]

Authorisation type UCC / ACE *i* Start date / End date 01/05/2019 - Status **VALID** *i*

Holder of the authorisation [REDACTED]

Main information Goods information

TIME LIMIT
Time limit to receive the unloading permission (in minutes)
15

PUBLICATION AGREEMENT 1

REFERENCE

- Main information
 - Time limit
 - Publication agreement
 - Customs authority
 - Annexes
- Goods information
 - Location of goods
 - Excluded category or movement of goods

Figure 24: Authorisation

2. Click on the **Main Information** or **Goods Information** buttons to display the details of the authorisation.

5.8.4 FILTER AUTHORISATIONS

It is possible to filter the list of authorisations according to several criteria.

1. Click on the **'Filters'** button above the list.
2. Enter your filter criteria.
3. Click on **'Apply'**.

The list of authorisations is filtered based on the selected search criteria.

5.9 NATIONAL REFERENCE DATA LIST

In the 'National Reference Data List', you will find all the code lists used in LUCCS.

CODE LIST IDENTIFIER	CODE LIST NAME	VIEW	STATUS	ACTION
CL001	NctsUnEdifactMessageTypes	ECS-P2	VALID	
CL002	MessageTypesForCusdec	ECS-P2	VALID	
CL003	MessageTypesForCusres	ECS-P2	VALID	
CL004	MessageTypesForGesmes	ECS-P2	VALID	
CL005	MessageTypesForPartic	ECS-P2	VALID	
CL006	MessageTypesForFunack	ECS-P2	VALID	
CL007	MessageTypesForContrl	ECS-P2	VALID	
CL008	CountryCodesFullList	ECS-P2	VALID	
CL008	CountryCodesFullList	CCI	VALID	
CL008	CountryCodesFullList	NCTS-P5	VALID	

Figure 25: National reference data list

The list is ordered alphabetically by the code list identifiers.

5.9.1 ACCESS THE LIST OF REFERENCE DATA

Click on (on top right of the page) > **National Reference Data**

5.9.2 CONSULT INFORMATION ABOUT A CODE LIST

Each code list is displayed in the list with the following information:

- **Code list identifier:** the reference number of the code list.
- **Code list name:** (technical) name of the code list.
- **View:** domain of the list (AES, CCI, CDMS, CUST-LU-CCI, ECS-P2, ICS2, LUCCS, NCTS-P5 or SURV).
- **Status:** valid or invalid.

Note: You can access the **Code List View** by clicking on the **Code List Identifier**.

5.9.3 HOW TO CONSULT A CODE LIST

To view the data of a code list:

1. Open the page corresponding to the code list you wish to consult via its **Code List Identifier**.
2. The code list data is displayed.

CL001 - NCTSUNEDIFACTMESSAGETYPES

Description

View
ECS-P2

Reference
[Reference Data & Customs Offices List on European Commission website](#)

DOWNLOAD

IDENTIFIER	TRANSLATION	DESCRIPTION	VALIDITY	VALIDITY PERIOD
BANSTA			VALID	01/01/1900
CUSDEC			VALID	01/01/1900
CUSRES			VALID	01/01/1900
FINSTA			VALID	01/01/1900
GENRAL			VALID	01/01/1900
GESMES			VALID	01/01/1900
PARTTC			VALID	01/01/1900

Figure 26: Code list view


5.9.4 FILTER CODE LISTS

It is possible to filter the list of reference data according to several criteria.

1. Click on the **'Filters'** button above the list.
2. Enter your filter criteria.
3. Click on **'Apply'**.


The list of reference data is filtered based on the selected search criteria.

5.9.5 SORT THE LIST OF REFERENCE DATA

Click on  to change the display order (ascending/descending) based on the identifier, name, or view of the code list.

5.9.6 HOW TO DOWNLOAD REFERENCE DATA

To download all code lists from the reference data list: Click the **Download all** button.

To download a specific code list from the national reference data list: Click the **Download** icon  in the action column in the row corresponding to the code list concerned.

To download a given code list from the view:

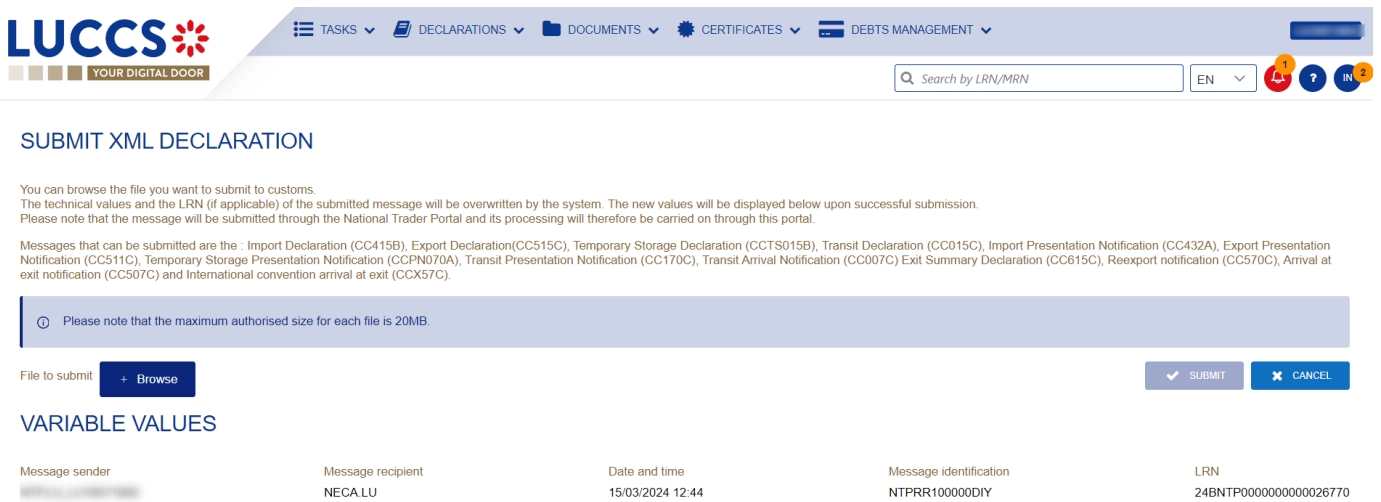
1. Open the page corresponding to the code list you want to consult via its **Code List Identifier**.
2. The view opens.
3. Click on the **Download** button.

6 XML DECLARATIONS

6.1 HOW TO SUBMIT A DECLARATION IN XML FORMAT

To submit a declaration in XML format, while still being able to perform subsequent tasks in the portal, click on **Declarations > New XML Declaration** in the top menu.

Note that the technical variables (Message sender, message recipient, date and time, message identification) and LRN present in the submitted message will be replaced automatically by the system. Once submitted, the system will inform you of the values used and the declaration can be consulted. If the message was invalid, the errors are displayed.



Luccs YOUR DIGITAL DOOR

TASKS DECLARATIONS DOCUMENTS CERTIFICATES DEBTS MANAGEMENT

Search by LRN/MRN EN

SUBMIT XML DECLARATION

You can browse the file you want to submit to customs.
The technical values and the LRN (if applicable) of the submitted message will be overwritten by the system. The new values will be displayed below upon successful submission.
Please note that the message will be submitted through the National Trader Portal and its processing will therefore be carried on through this portal.

Messages that can be submitted are the : Import Declaration (CC415B), Export Declaration(CC515C), Temporary Storage Declaration (CCTS015B), Transit Declaration (CC015C), Import Presentation Notification (CC432A), Export Presentation Notification (CC511C), Temporary Storage Presentation Notification (CCPN070A), Transit Presentation Notification (CC170C), Transit Arrival Notification (CC007C) Exit Summary Declaration (CC615C), Reexport notification (CC570C), Arrival at exit notification (CC507C) and International convention arrival at exit (CCX57C).

Please note that the maximum authorised size for each file is 20MB.

File to submit

VARIABLE VALUES

Message sender	Message recipient	Date and time	Message identification	LRN
	NECA.LU	15/03/2024 12:44	NTPRR100000DIY	24BNTP0000000000026770

Figure 27: Submit declaration in XML format – success


6.2 FALLBACK SOLUTION FOR B2G

You also have the possibility to submit any message (among the '**Messages by customs procedure**') in XML format. Please note that this submission may be necessary in case of unavailability of the existing system on the operator side and can therefore be used as a 'B2G Fallback'. The messages sent are not modified (i.e., no variables are replaced as is the case with the above-mentioned XML submission) and the further processing of these messages will take place outside the portal.

7 TRANSVERSAL FUNCTIONALITIES


7.1 HOW TO ADD NON-MANDATORY DATA GROUPS TO A FORM

Non-mandatory data groups are not displayed by default in the forms. You can add them by clicking on the **Add** icon

 next to the data group.

7.2 HOW TO DELETE NON-MANDATORY DATA GROUPS TO A FORM

To delete a non-mandatory data group:

1. Click on the **delete**  icon next to the data group.
2. A confirmation modal opens, click **Yes**.
3. The data group is deleted, and the information entered will not be saved.

7.3 HOW TO SAVE A DRAFT OF A DECLARATION

To save your declaration as draft:

1. Open the **Menu > Declarations > New declarations** page and choose the type of declaration you wish to submit.
2. The form opens.
3. Click the **Save as Draft** button.
4. Your declaration is saved, you can leave the form and will not lose any encoded data.

7.3.1 HOW TO RETRIEVE A DRAFT OF A DECLARATION

To retrieve your declarations saved as drafts:

1. Open the **Menu > Tasks > Drafts list** page.

7.3.2 DRAFTS LIST

In the Drafts List, you will find all drafts for your declarations for which you are the holder of the procedure, the trader at destination, the declarant, or the representative.

LRN / MRN	TASK	PROCEDURE / DECLARATION	CREATION DATE	CONSIGNEE / IMPORTER / EXPORTER	DECLARANT / HOLDER / TRADER	REPRESENTATIVE	REPRESENTATION TYPE
23RNT00000000000018495	Register correction request	Import - H1 Release for free circulation	17/01/2024 15:49			-	No representation
24RNT00000000000020743 24LU70110000011111111111	Register supplementary declaration	Import simplified declaration I1 - H1 Release for free circulation	12/01/2024 10:46			-	No representation
24RNT00000000000020723 24LU70010000011111111111	Register requested amendment	Import - H1 Release for free circulation	12/01/2024 09:04			-	No representation
24RNT00000000000020723 24LU70010000011111111111	Register amendment request	Import - H1 Release for free circulation	12/01/2024 09:00			-	No representation
24RNT00000000000020524	Register declaration	Import - H1 End use	10/01/2024 16:27			-	No representation
24RNT00000000000020336	Register declaration	Import - H1 Release for free circulation	09/01/2024 15:12			-	No representation
24RNT00000000000020317	Register declaration	Import - H2 Customs warehousing	09/01/2024 13:49			-	No representation
23RNT00000000000019551	Register declaration	Import - H1 Release for free circulation ⓘ	28/12/2023 16:01			-	No representation
23VNT00000000000018544	Register declaration	Import - H5 Trade with special fiscal territories	19/12/2023 15:50			-	No representation
23RNT00000000000018501	Register correction request	Import - H1 Release for free circulation ⓘ	19/12/2023 14:52			-	No representation

Figure 28: Drafts list

The list is ordered by creation date, with the most recent drafts at the top.

7.3.3 CONSULT INFORMATION RELATED TO A DRAFT

Each draft is displayed in the list with the following information:

- **LRN / MRN:** the MRN is displayed only from the receipt of the notification of acceptance of the declaration.
- **Task Name** (cf. *Optional tasks by customs procedure*).
- **Procedure / Declaration:** the customs procedure (temporary storage, transit, export, import or excise).
- **Creation date:** draft creation date.
- **Consignee/ Importer/ Exporter:** the name and EORI of the consignee (for a temporary storage procedure); the name and EORI of the importer/exporter (for an import/export procedure).
- **Declarant/ Holder/ Trader:** the name and EORI of the holder of the procedure (for a transit procedure); the name and EORI of the declarant (temporary storage, import and export procedure); the name and EORI of the trader (for an export procedure).
- **Representative:** the name and EORI of the representative.
- **Representation type:** indicates whether there is no representation, direct representation, or indirect representation.

Note: you can access the **Declaration View** by clicking on the **LRN/MNR**.

7.3.4 FILTER DRAFTS

It is possible to filter the list of drafts according to several criteria.

1. Click on the button **'Filters'** which is above the list.
2. Enter your filter criteria.
3. Click on **'Apply'**.

The list of drafts is filtered based on the selected search criteria.

Note: It is also possible to display only centralised clearance drafts by selecting the filter **'Display centralised clearance declarations only'**.

7.3.5 SORT THE DRAFTS LIST

1. Click on  to change the display order (ascending/descending) based on the creation date.

7.3.6 HOW TO DELETE A DRAFT OF A DECLARATION

To delete a draft from the draft list: **Menu > Tasks > Drafts list:**

1. Select the draft(s) to delete by clicking on the corresponding row.
2. Click on the **Delete draft** button.

To delete a draft from the form:


1. Open the saved form as a draft: **Menu > Tasks > Drafts list** and click on a task. For example: **Register declaration.**
2. The form opens.
3. Click on the **Delete draft** button.


7.4 HOW TO MANAGE MY DOCUMENTS

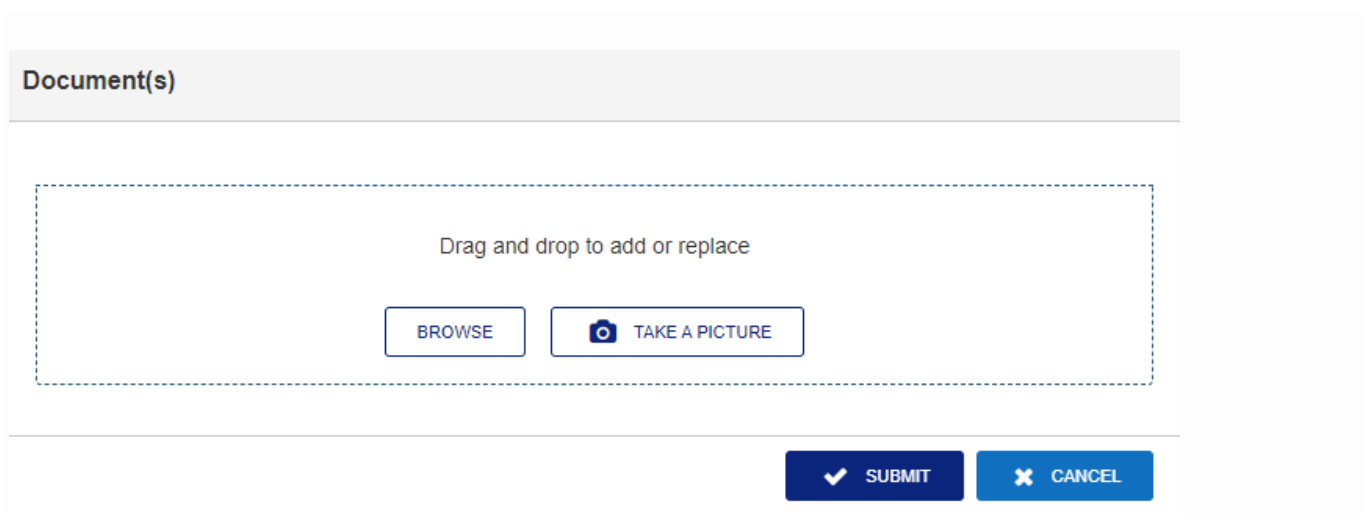
7.4.1 HOW TO UPLOAD A NEW DOCUMENT INTO A FORM

To upload a document into a form:

1. Open the desired form.
2. Encode the document reference number.
3. The system proposes the documents whose reference contains the characters you have encoded. If the document you wish to insert already exists, select its reference in the list of suggestions.

The icon  appears to indicate that the document has been successfully uploaded.

4. If the document you wish to insert is not yet present in your list of documents, click on the icon  > Upload new document.
5. The upload modal opens.



Document(s)

Drag and drop to add or replace

BROWSE TAKE A PICTURE

SUBMIT CANCEL

Figure 29: Upload a document

6. Drag and drop the file, click **Browse** or **Take a picture** to add a document.
7. Fill in the mandatory information and submit.

Document

Category *

-
▼

Reference number

1254

Issuing authority name

-
▼

Date of validity

📅

Description

255

Preuve de retour
Post (2) (3).png

64.605 KB

×

Drag and drop to add or replace

✓ SUBMIT

✕ CANCEL

Figure 30: Upload a document - information to complete

When the document is successfully uploaded, this icon appears.

7.4.2 HOW TO UPLOAD A NEW VERSION OF THE SAME DOCUMENT TO A FORM

When the document is successfully uploaded, this icon appears.


To upload a new version:

1. Click the icon > Upload new version.
2. The pop-up **Upload new version** opens.
3. Drag and drop the file, click **Browse** or **Take a picture** to add a document.
4. Fill in the mandatory information and submit.


7.4.3 HOW TO DELETE A DOCUMENT IN A FORM

To delete a document uploaded from a form, you can:




-
1. Delete the document using the **Delete** icon on the corresponding row to the uploaded document.
 2. Delete multiple documents at once from the same group using the **Remove All** icon 

7.4.4 HOW TO CONSULT UPLOADED DOCUMENTS

In a declaration, the documents can be downloaded using the icon 

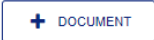
To consult the uploaded *Documents List*, go to **Menu > Documents > Documents list**:

1. A new tab will open with the list of your documents that you can filter.
2. You can filter the list to search for specific documents.
3. You can download the documents in the list using the icon  **> Download.**

7.4.5 HOW TO UPLOAD A NEW DOCUMENT FROM THE DOCUMENT LIST

To upload a new document(s) to your *Documents List*:

Open the **Menu> Documents> Documents list** page.

1. Click on **Add document** button 
2. The upload pop-up opens.
3. Drag and drop the file, click **Browse** or **Take a picture** to add a document. You can upload multiple documents at once by using the **Browse** button and selecting multiple documents to upload.
4. Fill in the mandatory information and submit. You can use the **Set on all Documents** feature to assign the information entered to all selected documents.

Document(s)

NAME	ACTIONS
<div style="display: flex; justify-content: space-between; align-items: center;"> ▼ LUCCS logo.png ✕ </div> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 5px;"> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Category *</p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="-"/> </div> <div style="width: 45%;"> <p>Reference number *</p> <input style="width: 90%; border: 1px solid #ccc;" type="text"/> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 45%;"> <p>Date of validity</p> <input style="width: 90%; border: 1px solid #ccc;" type="text"/> </div> <div style="width: 45%;"> <p>Issuing authority name</p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="-"/> </div> </div> <div style="margin-top: 5px;"> <p>Description</p> <div style="border: 1px solid #ccc; height: 40px; width: 100%;"></div> </div> <div style="text-align: right; margin-top: 5px;">255</div> </div> <div style="text-align: center; margin-top: 10px;"> <div style="background-color: #004a99; color: white; padding: 5px 15px; border-radius: 3px;">SET ON ALL DOCUMENTS</div> </div>	<div style="display: flex; justify-content: space-between; align-items: center; margin-bottom: 10px;"> ▶ 2022-09-13_12h37_23.png ✕ </div> <div style="border: 1px dashed #ccc; height: 20px; width: 100%;"></div>

✓ SUBMIT

✕ CANCEL

Figure 31: Upload multiple documents

Note: When a new version is saved, it is the new version that will be displayed by default in the document list.

To consult the **versions history**:

1. Click on the icon > Versions history.
2. The **Document's versions** pop-up opens with the different versions that you can consult and download.

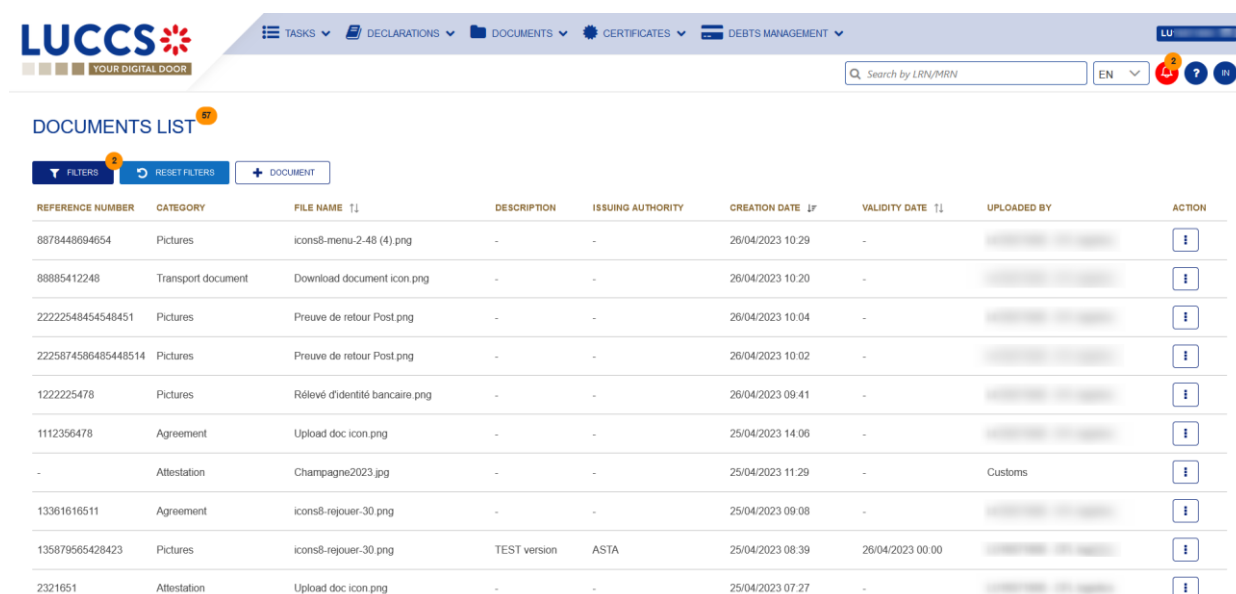
Document's versions
✕

	VERSION ↑↓	FILE NAME	CREATION DATE	UPLOADED BY	DOWNLOAD
	1	LUCCS logo.png	13/09/2022 14:14		
	2	LUCCS logo.png	13/09/2022 15:49		

Figure 32: Document's versions

7.4.6 DOCUMENTS LIST

In the Documents List, you will find all the documents for the declarations for which you are the holder of the procedure, the trader at destination, the declarant, or the representative.



REFERENCE NUMBER	CATEGORY	FILE NAME	DESCRIPTION	ISSUING AUTHORITY	CREATION DATE	VALIDITY DATE	UPLOADED BY	ACTION
8878448694654	Pictures	icons8-menu-2-48 (4).png	-	-	26/04/2023 10:29	-		[i]
8885412248	Transport document	Download document icon.png	-	-	26/04/2023 10:20	-		[i]
22222548454548451	Pictures	Preuve de retour Post.png	-	-	26/04/2023 10:04	-		[i]
2225874586485448514	Pictures	Preuve de retour Post.png	-	-	26/04/2023 10:02	-		[i]
1222225478	Pictures	Rélevé d'identité bancaire.png	-	-	26/04/2023 09:41	-		[i]
1112356478	Agreement	Upload doc icon.png	-	-	25/04/2023 14:06	-		[i]
-	Attestation	Champagne2023.jpg	-	-	25/04/2023 11:29	-	Customs	[i]
13361616511	Agreement	icons8-rejouer-30.png	-	-	25/04/2023 09:08	-		[i]
135879565428423	Pictures	icons8-rejouer-30.png	TEST version	ASTA	25/04/2023 08:39	26/04/2023 00:00		[i]
2321651	Attestation	Upload doc icon.png	-	-	25/04/2023 07:27	-		[i]

Figure 33: Documents list

The list is ordered by date of creation, with the most recent documents at the top. It is filtered by date to show only documents issued in the last 7 days.

7.4.7 CONSULT INFORMATION RELATED TO A DOCUMENT

Each document is displayed in the list with the following information:

- **Reference number:** the provided reference number of the document
- **Category:** the category of the attached file
- **File name:** the name and extension of the attached file
- **Description:** the description provided
- **Issuing authority:** the provided issuing authority of the document
- **Creation date:** the date the document was created
- **Validity date:** the validity date of the document
- **Uploaded by:** These documents may have been uploaded by you, your representative, or the customs authorities. The EORI and the name of the actor are provided.


7.4.8 FILTER DOCUMENTS

It is possible to filter the list of documents according to several criteria:

1. Click on the **'Filters'** button which is above the list.
2. Enter your filter criteria.
3. Click on **'Apply'**.

The list of documents is filtered based on the selected search criteria.

7.4.9 SORT THE LIST OF DOCUMENTS

1. Click on  to change the display order (ascending/descending) based on the creation date, the validity date, or the file name.

7.5 HOW TO REGISTER A DECLARATION TEMPLATE

To register a declaration template:

1. Open the **Menu > Declarations > New templates** page and choose the type of declaration you wish to create.
2. Complete the form with the following data:
 - information about the template
 - the declaration itself (NB: some reference type information cannot be filled in a template to avoid potential errors).
3. Click on **Save**. A confirmation modal opens, click **Yes**.

When the submission is successful, your template is saved. You are then redirected to the template view page.

If the submission is not successful, you must correct the errors.

Note: You can exit your template at any time by clicking **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

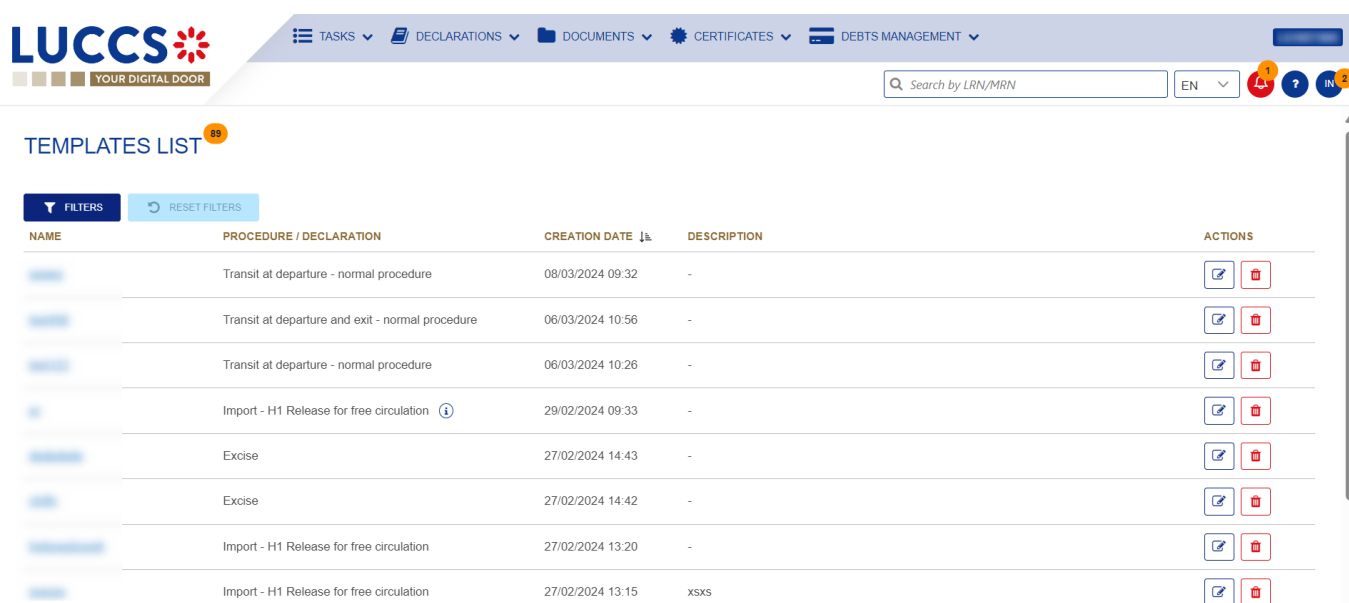
7.5.1 HOW TO RETRIEVE A DECLARATION TEMPLATE

To retrieve your templates:

Open the **Menu > Declarations > Templates List** page.

7.5.2 LIST OF TEMPLATES

In the Templates list, you will find all the templates for which you are the holder of the procedure, the operator at destination, the declarant, or the representative.




















NAME	PROCEDURE / DECLARATION	CREATION DATE	DESCRIPTION	ACTIONS
	Transit at departure - normal procedure	08/03/2024 09:32	-	 
	Transit at departure and exit - normal procedure	06/03/2024 10:56	-	 
	Transit at departure - normal procedure	06/03/2024 10:26	-	 
	Import - H1 Release for free circulation 	29/02/2024 09:33	-	 
	Excise	27/02/2024 14:43	-	 
	Excise	27/02/2024 14:42	-	 
	Import - H1 Release for free circulation	27/02/2024 13:20	-	 
	Import - H1 Release for free circulation	27/02/2024 13:15	xsxs	 

Figure 34: Template list

The list is ordered by date of creation, with the most recent models at the top.

7.5.3 CONSULT INFORMATION RELATED TO A TEMPLATE

Each template is displayed in the list with the following information:

- **Name:** name assigned to the template
- **Procedure / Declaration:** the customs procedure or declaration type
- **Creation date:** date of creation of the template
- **Description:** the description assigned to the template.

Note: you can access the **Template View** by clicking on its **name**.

7.5.4 FILTER TEMPLATES

It is possible to filter the list of templates according to several criteria.

1. Click on the **'Filters'** button above the list.
2. Enter your filter criteria.
3. Click on **'Apply'**.

The list of models is filtered based on the selected search criteria.

Note: It is also possible to display only centralised clearance templates by selecting the filter **'Display centralised clearance declarations only'**.

7.5.5 SORT THE LIST OF TEMPLATES

Click on  to change the display order (ascending/descending) based on the creation date.

7.5.6 HOW TO DELETE A TEMPLATE

To delete a template from the template list: **Menu > Declarations > Templates list**:


1. Click on the **Delete** icon in the row corresponding to the template to be deleted.

To delete a template from the view:

1. Open the view of a template: **Menu > Declarations > Templates list** and click on the **Name** of the template you want to delete.
2. The view opens.
3. Click on the **Delete** button.

7.5.7 HOW TO MODIFY A TEMPLATE OF A DECLARATION

To modify a template from the templates list: **Menu > Declarations > Templates list**:

1. Click on the **Edit** icon  in the row corresponding to the template to be modified.

To modify a template from the view:

1. Open the view of a template: **Menu > Declarations > Templates list** and click on the **Name**.
2. The template's details are displayed.
3. Click on the **Edit template** button.

7.5.8 HOW TO CREATE A NEW DECLARATION FROM A TEMPLATE


To create a new declaration from a template:

1. Open a template view: **Menu > Declarations > Templates List** and click on the **Name**.
2. The template's details is displayed.
3. Click on the **New declaration from template** button. A confirmation window summarising the main information opens, click on **Yes**.
4. The declaration form pre-filled with the template information is displayed. To complete the encoding, refer to the section corresponding to the type of declaration you are working with (see *How to submit an import declaration*, *How to submit a transit declaration*, *How to submit a temporary storage declaration*, [How to submit an excise declaration](#), or [How to submit an export declaration](#)).




8 INPUT HELPERS

8.1 TOOLTIPS


When submitting the forms in the application, rules are checked. To help you to encode your forms, these rules are displayed in tooltips.

1. Open a form.
2. Click on the icon 
3. The information message is displayed.
4. Click on the icon again.
5. The information message disappears.




Information message collapsed:


Transport equipment   

CONTAINER IDENTIFICATION NUMBER * ACTIONS



Information message expended:

Transport equipment   

 **BRi155:** Indicate the container reference(s) at item level. Each 'container identification number' should be referenced in the 'Item level'. The purpose is to indicate for each 'Item' in which container it is carried.

CONTAINER IDENTIFICATION NUMBER * ACTIONS




Figure 35: Tooltip

There are also permanent indications below certain fields to support the fact that they must be filled in under certain conditions. Refer to the tooltips for more details.

Finances 

Financial information




Nature of transaction	Total amount invoiced	Invoice currency *
<input type="text" value="-"/> 	<input type="text" value="1.000,00"/>	<input type="text" value="-"/> 
Required either at declaration level or for all items		
Person providing a guarantee (identification number)	Person paying the customs duty (identification number) 	
<input type="text" value="LU12345678"/>	<input type="text" value="LU12345678"/>	
VAT additions and deductions (EUR)		
<input type="text" value="1.000,00"/>		
Required under conditions		

Figure 36: Permanent indications

8.2 ERROR DISPLAY

When submitting the forms of the application, rules are checked. If your form has not been filled in properly, errors are displayed with text explaining what needs to be changed.

Figure 37: Errors

8.3 CODE SEARCHING HELPERS

To facilitate the use of the drop-down lists in the forms, a search function is available:



1. Open a drop-down list.
2. A search bar appears above the list of codes.
3. Enter the desired characters.
4. The results are displayed dynamically.

Figure 38: Searching in drop-down lists


Note: By default, the lists are sorted in alphabetical order, however, they adapt according to your use, with the most used values moving to the top of the list.

8.4 ACTOR FILLING HELPERS

To help you fill in the actors in the declaration registration forms, helpers have been set up.

1. Select the representation status (no representation, direct representation, or indirect representation).
2. Based on this status, the system indicates your EORI in the **Identification number** fields that apply to you.
Example: If you select 'Direct Representation' when registering an H1 import declaration, this means that you are encoding your declaration in a representation context, as representative.
3. For other actors, you fill in either the **Identification Number** or its **Name** and its **Address** using the  button. Where applicable, helpers are added. Example: In case of direct representation, a valid delegation between you and the declarants you represent must exist. Therefore, the drop-down list that allows you to select a declarant, displays only the name of the economic operators you can represent.
4. For any actor, when you filled in an EORI, click on the  icon if you want to consult its information contained in the CRS external database.

Actors

 **Information** You can register an actor with its identification number by switching on the toggle, or with its Name & Address by switching off the toggle. When the switch is disabled, you can't choose an encoding preference.


Representative


Status *

1 - No representation 2 - Direct representation 3 - Indirect representation

Declarant


Identification number *



Contact person 

Importer

Identification number *



Exporter

Required either at declaration level or for all items



Identification number  **By name & address**

Figure 39: Example of helper in filling actors

8.5 COMMODITY CODE HELPERS

To help you fill in the commodity codes in the various declaration registration forms, helpers have been set up.

1. Click on the icon  to open the link to Arctic Tariff in which you can make research linked to commodity codes.
2. Enter the first characters of the code you want to specify. The system makes suggestions. While you select suggestions, the system improves its suggestions to let you choose the corresponding commodity code.

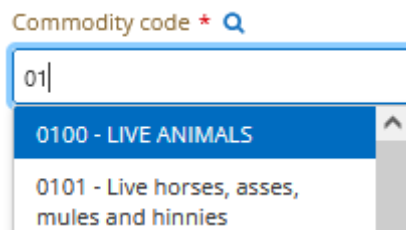


Figure 40: Example of helper in commodity code field

3. For some procedures (e.g., in the scope of import declarations), there exists rules determined by Arctic Tariff which makes some documents mandatory depending on the provided commodity code.

To consult these helps, click on the icon 'Get help from tarlux'





4. When encoding a **CUS Code**, enter the first few characters of the code you wish to enter. The system will make suggestions. Click on the icon  next to the **CUS Code** field to open the link to the official ECICS documentation.



Figure 41: Example of helper in CUS code filling

5. When you enter the quota order number, if it is valid,  the icon appears. Click on the icon. A modal opens with the information related to the quota order number from Arctic Tariff.

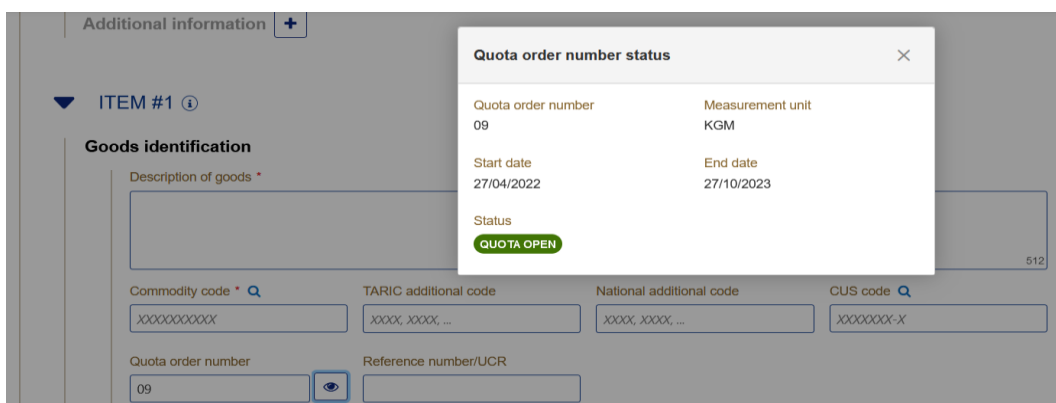



Figure 42: Quota order number status

8.6 UN/LOCODE HELPERS

To assist you when filling in the UN/LOCODE in the various declaration registration forms, helps have been put in place.

1. Click on the icon 
2. A help screen appears, explaining how to complete the code. A hyperlink to the documentation "UN/LOCODE Code List by Country and Territory" is available.

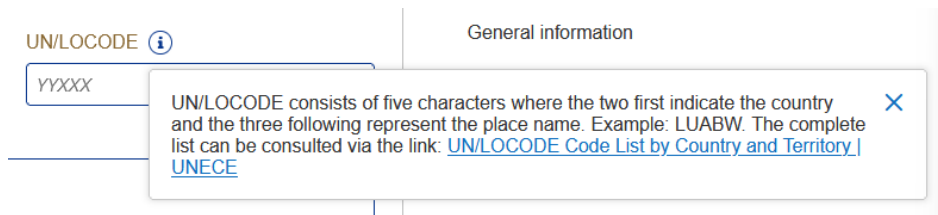



Figure 43: UN/LOCODE information message

8.7 CONSULTATION OF CERTEX CERTIFICATES

For some procedures (e.g., in the context of import), you have the possibility to consult the status of your CERTEX certificates when encoding your declaration.

1. When you enter a type in the accompanying documents that corresponds to a CERTEX document and enter a reference, the icon  appears.

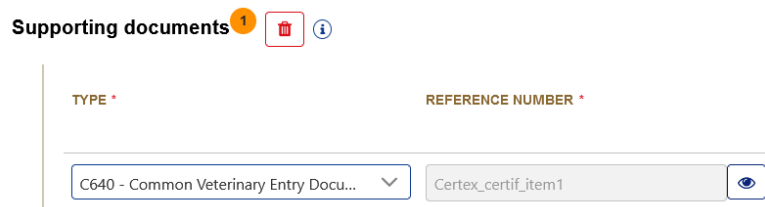



Figure 44: Example of encoding a CERTEX certificate.

2. Click on the icon . A popup opens with the information about your certificate.

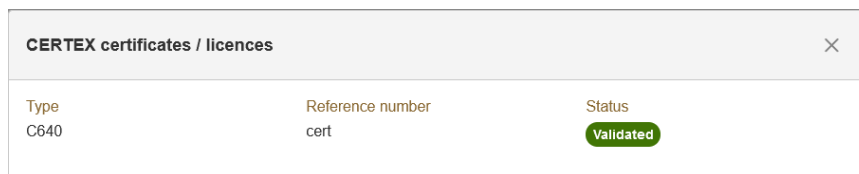



Figure 45: Example of information about a CERTEX certificate.

8.8 DEBT SIMULATION

To give you an idea of the debt linked to the declaration being encoded, helps have been put in place.

-
1. Fill in your declaration with the different elements you need to fill in ([How to complete an import Customs declaration](#)).
 2. Click on the button '**Simulate debt**'  at the bottom of the form. A modal opens with the simulation of the debt linked to the current declaration.

9 IMPORT PROCEDURES

A-CONSULT INFORMATION RELATED TO AN IMPORTATION DECLARATION

9.1 HOW TO CONSULT AN IMPORT DECLARATION

To consult the information related to an import declaration:

1. Open the **Import declaration** page via its **LRN/MRN**

LRN: 23RNTP000000000006864

MRN: 23LU700L00002BDR6 Procedure: Import - H1 Release for free circulation Status: **RELEASED**

Declarant: [redacted] Submission date: 27/04/2023 13:25 Declaration types: IM - A

Representative: - Acceptance date: 27/04/2023 13:25

Supervising customs office: LU700000 - Direction des Douanes et Accises Customs office of processing: LU700000 - Direction des Douanes et Accises

REGISTER INVALIDATION REQUEST REGISTER POST RELEASE AMENDMENT REQUEST DUPLICATE DECLARATION GENERATE SHORT FORM PRINT PREVIEW

Highlights
Decision on release Notification on 27/04/2023 13:40

Due dates
No element

Operational details Declaration details Debts details History

Figure 46: Import declaration - header

2. Click on the **Declaration details** button.
3. The import declaration data are displayed:
 - **Declaration:** General information, authorisations, customs offices, actors, finances et guarantees
 - **Consignment:** General information, transport, documents
 - **Item:** General information, commodity, actors, authorisations, documents, finances

Figure 47: Import declaration – declaration’s details

The item overview provides a holistic view of all declared items. Hyperlinks are available to ease the navigation.

Note: the data displayed correspond to the latest declaration data recorded (cf. corrections, amendment, presentation notification is considered).

9.2 HOW TO CONSULT A SIMPLIFIED DECLARATION

Simplified declarations are declarations containing less data than standard declarations. They are used in cases where an economic operator does not have all the information in its possession at the time the declaration is submitted (e.g., missing certificate of origin, missing proof of removal, missing supporting document, etc.). This information will be provided later in a supplementary declaration (see [How to submit a supplementary import declaration](#)).

Simplified declarations are identifiable by the ‘additional declaration type’ (B, C, E or F) and the format of the declaration (I1). The differences between these declarations and the standard declarations are as follows: No debt calculation or guarantee booking is performed for simplified declarations.

Information on the expiry date of the supplementary declaration is presented in the header of the simplified declaration.

To consult the data of the simplified import declaration:

1. Open the **Simplified Import Declaration** page via its **LRN/MRN**

LRN: 23RNT000000000007224

MRN: 23LU701L000002GHR3 Procedure: Import simplified declaration I1 - H1 Release for free circulation Status: **PENDING SUPPLEMENTARY**

Declarant: [redacted] Submission date: 02/05/2023 15:58 Declaration types: IM - C ⓘ

Representative: - Acceptance date: 02/05/2023 15:58

Supervising customs office: - Customs office of processing: LU701000 - Bettembourg ⓘ

Time limit to submit supplementary declaration in days (Starts at release): 10

REGISTER SUPPLEMENTARY DECLARATION REGISTER INVALIDATION REQUEST REGISTER POST RELEASE AMENDMENT REQUEST

DUPLICATE DECLARATION GENERATE SHORT FORM PRINT PREVIEW

Highlights
[Decision on release](#) Notification on 02/05/2023 16:13

Due dates
 No element

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Figure 48 : Import simplified declaration - header

2. Click on the **Declaration Details** button.
3. The simplified import declaration data is displayed:
 - **Declaration:** general information, authorisations, customs offices, actors, finances
 - **Consignment:** general information, transport, documents
 - **Item:** general information, goods, actors, authorisations, documents, and finances

The item overview provides a holistic view of all declared items. Hyperlinks are available for easy navigation.

Note: the data displayed corresponds to the latest declaration data recorded (cf. corrections, amendment, presentation notification is considered).

9.3 HOW TO CONSULT THE RECONCILED IMPORT DECLARATION

Reconciled declarations are the result of a reconciling the data of a simplified declaration with the data of the supplementary declaration. Reconciled declarations are identifiable by the 'additional declaration type' (U, V, X, Y or Z). These declarations follow a new life cycle where a control can be carried out by Customs.

The differences between reconciled and standard declarations are as follows:

- New status on the reconciled declaration

- The operational details are divided into two parts: a part concerning the simplified declaration and a part concerning the reconciled declaration.

To consult the import reconciled declaration data:

1. Open the **Import reconciled declaration** page via its **LRN/MRN**

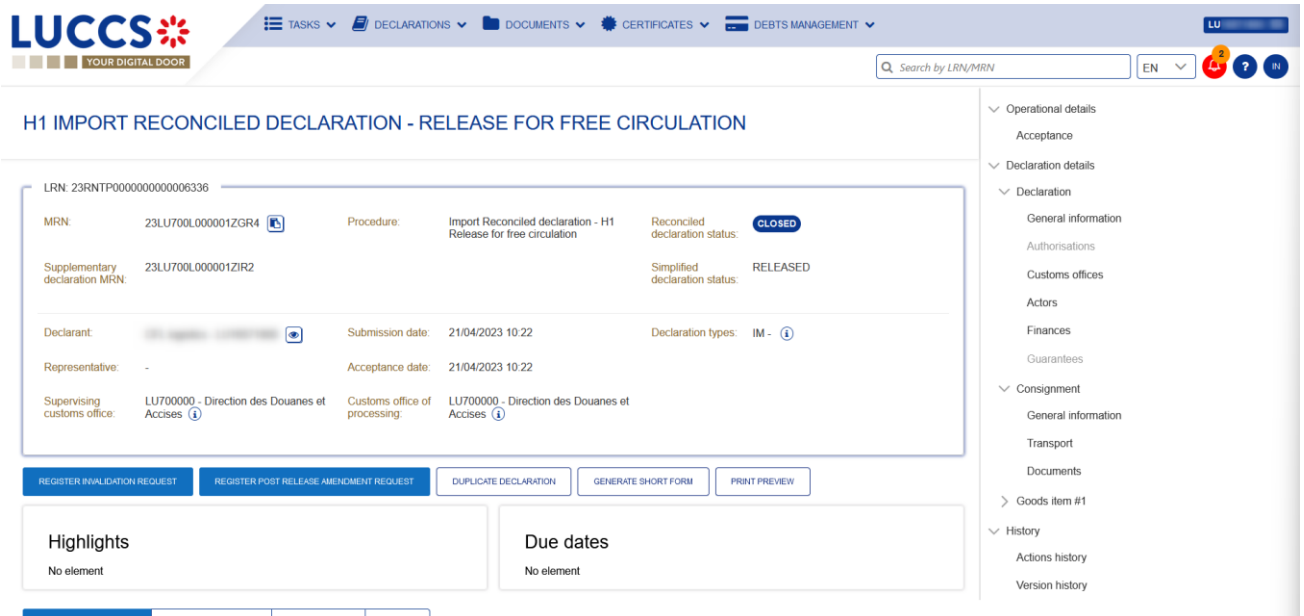


Figure 49: Import reconciled declaration - header

2. Click on the **Declaration Details** button.
3. The import reconciled declaration data is displayed:
 - **Declaration:** general information, authorisations, customs offices, actors, finances
 - **Consignment:** general information, transport, documents
 - **Item:** general information, goods, actors, authorisations, documents, and finances

The item overview provides a holistic view of all declared items. Hyperlinks are available for easy navigation.

Note: the data displayed corresponds to the latest declaration data recorded (cf. corrections, amendment, presentation notification, reconciliation are considered).

9.4 HOW TO CONSULT THE HISTORY OF ACTIONS IN THE IMPORT DECLARATION

The declaration actions history contains events related to the import declaration, such as events related to tasks performed, change of movement status, deadlines and messages exchanged with the customs office.

To consult the history of the actions of the import declaration:

1. Open the **Import declaration** page via its **LRN/MRN**.
2. Click on the **History > Actions history** button.
3. The actions history of the import declaration is available.

LUCCS YOUR DIGITAL DOOR

TASKS DECLARATIONS DOCUMENTS CERTIFICATES DEBTS MANAGEMENT

Search by LRN/MRN EN

IMPORT DECLARATION - H1 RELEASE FOR FREE CIRCULATION

Highlights: Decision on release, Notification on 03/05/2023 09:30, No element

Operational details Declaration details Debts details **History**

Actions history Version history

DATE	ACTION TYPE	DESCRIPTION	USER/SYSTEM
03/05/2023 09:30	Status set	Released	Customs
03/05/2023 09:30	Message sent	CCI29B - Release Notification - To: [redacted] via NTP	Customs
03/05/2023 09:29	Status set	Accepted	Customs
03/05/2023 09:29	Message sent	CCI28B - Acceptance Notification - To: [redacted] via NTP	Customs
03/05/2023 09:29	Status set	Under customs validation	Customs
03/05/2023 09:28	Message sent	CCI11B - Registration Notification - To: [redacted] via NTP	Customs
03/05/2023 09:28	Status set	Submitted	Customs
03/05/2023 09:28	Message received	CC415B - Import Customs Declaration	Customs
03/05/2023 09:28	Task performed	Task - Register declaration	NTP

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Figure 50: Import declaration – actions history

9.5 HOW TO CONSULT THE IMPORT DECLARATION VERSION HISTORY

The import declaration version history contains the events related to corrections (before acceptance) and amendments (after acceptance) of the import declaration.

To view the version history of the import declaration:

1. Open the **Import Declaration** page via the **LRN/MRN**.
2. Click the **History > Version History** button.
3. The version history of the import declaration is available and contains the dates of corrections and/or amendments made.

The screenshot shows the Luccs web application interface. At the top, there is a navigation bar with the Luccs logo and the tagline 'YOUR DIGITAL DOOR'. The main header contains several menu items: TASKS, DECLARATIONS, DOCUMENTS, CERTIFICATES, and DEBTS MANAGEMENT. A search bar is located on the right side of the header, with the text 'Search by LRN/MRN'. Below the header, the main content area is titled 'H1 IMPORT DECLARATION - RELEASE FOR FREE CIRCULATION'. The declaration details section shows the following information: Representative: -, Acceptance date: -, Supervising customs office: LU700000 - Direction des Douanes et Accises, and Customs office of processing: LU700000 - Direction des Douanes et Accises. Below this, there are five buttons: REGISTER CORRECTION REQUEST, REGISTER CANCELLATION REQUEST, DUPLICATE DECLARATION, GENERATE SHORT FORM, and PRINT PREVIEW. The 'Highlights' and 'Due dates' sections both show 'No element'. The 'History' section is active, showing a table with two entries: '27/04/2023 15:39 Correction' and '27/04/2023 15:39 Original version of the declaration'. The sidebar on the right contains a navigation menu with categories like Operational details, Declaration details, Declaration, Consignment, and History.

Figure 51: Import declaration - version history

9.6 HOW TO CONSULT A PREVIOUS VERSION OF THE IMPORT DECLARATION

A previous version contains the declared data from the previous version of the declaration.

A new version is created when a correction (before acceptance) or an amendment (after acceptance) has been made.

To view a previous version of the import declaration:

1. Open the **Import Declaration** page via the **LRN/MRN**.
2. Click the **History > Version History** button.
3. Click the **hyperlink** of the version you wish to view.
4. The previous version of the declaration is available and contains the reported data from the previous version of the declaration.

H1 IMPORT DECLARATION - RELEASE FOR FREE CIRCULATION

LRN: 23RNTP000000000006886

MRN: - Procedure: Import - H1 Release for free circulation Version: **PREVIOUS VERSION**

Declarant: [icon] Representative: - Declaration types: IM - D [i]

PRINT PREVIEW

Declaration details

Declaration

General information

Authorisations

Customs offices

Actors

Finances

Guarantees

LRN

23RNTP000000000006886

Declaration type

IM - Import of non-Union goods from countries and territories situated outside of the customs territory of the Union and in the context of trade between Member States

Additional declaration type

D - For lodging a standard customs declaration (such as referred to under code A) in accordance with Article 171 of the Code.

Declaration details

Declaration

General information

Authorisations

Customs offices

Actors

Finances

Guarantees

Consignment

General information

Transport

Documents

> Goods item #1

> Goods item #2

Figure 52: Import declaration - previous version

9.7 HOW TO CONSULT THE REGISTRATION OF THE IMPORT DECLARATION

After submitting the import declaration, the Customs authorities confirms its registration. Then, the declaration's status changes to 'Pending presentation' for pre-lodged import declarations or 'Under customs validation' for non-pre-lodged import declarations.

To consult the registration notification:

1. Open the **Import declaration** via its **LRN/MRN**.
2. Click on **History > Actions history**
3. The **actions history** is available and contains the registration notification from the Customs authorities.

9.8 HOW TO CONSULT THE ACCEPTANCE OF THE IMPORT DECLARATION

The import declaration is accepted when the MNR allocation notification is received from the customs authorities. Therefore, the import declaration status becomes 'Accepted', the MRN is allocated and displayed in the header of the **Import declaration** page.

In case of pre-lodged import procedures, acceptance is carried out upon submission of the presentation notification.

In case of non-pre-lodged import procedures, acceptance is carried out when the import declaration is submitted.

To consult the acceptance of the import declaration:

1. Open the **Import declaration** page.
2. Click on the hyperlink '**Acceptance**' on the '**Highlights**' or click on the **Operational details** button.
3. The **Acceptance** card is available and contains the acceptance date of the import declaration and the calculation of taxes.

The screenshot shows the LUCCS web application interface. At the top, there is a navigation bar with tabs for TASKS, DECLARATIONS, DOCUMENTS, CERTIFICATES, and DEBTS MANAGEMENT. A search bar is present with the text 'Search by LRN/MRN'. The main content area is titled 'IMPORT DECLARATION - H1 RELEASE FOR FREE CIRCULATION'. Below this, there are two main sections: 'Release of the goods' and 'Acceptance'. The 'Acceptance' section is expanded, showing the 'Declaration acceptance date' as '12/03/2024 16:12'. Below this, there is a section for 'Customs duties and taxes' with a table:

Customs debt (EUR)	VAT (EUR)	Excise (EUR)	Total (EUR)
0	0	0	0

Below the table, the 'Payment method' is listed as 'Deferred or postponed payment'. On the right side, there is a sidebar with a navigation menu. The 'Operational details' section is expanded, showing sub-items: 'Release of the goods', 'Acceptance', 'Declaration details', 'Declaration', 'General information', 'Authorisations', 'Customs offices', 'Actors', 'Finances', 'Guarantees', 'Consignment', 'General information', 'Transport', 'Documents', and 'Item #1'.

Figure 53: Acceptance of the import declaration

9.9 HOW TO CONSULT THE REJECTION OF THE IMPORT DECLARATION

The import declaration is rejected when the rejection notification from the customs authorities is sent by the Customs office. The status of declaration becomes 'Rejected'.

To consult the rejection of the import declaration:

1. Open the **import declaration** page.
2. Click on the hyperlink **Rejection** in the highlights section or on the **Operational Details** button.
3. The **Rejection** card is available and contains the information about the rejection of the declaration: the date and the reason for the rejection.

IMPORT DECLARATION - H1 RELEASE FOR FREE CIRCULATION

Items overview

ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
<input type="text"/>	<input type="text" value="-"/>	<input type="text"/>	<input type="text" value="-"/>
Item #1	9603 90 99 00	Goods Item #1 - Description RISKPHYS	NOT PRESENTED

Rejection

Rejection reason	Rejection date and time
National/Common Error	15/03/2024 00:00

- Operational details
 - Rejection
- Control details
 - Customs control
- Declaration details
 - Declaration
 - General information
 - Authorisations
 - Customs offices
 - Actors
 - Finances
 - Guarantees
 - Consignment
 - General information
 - Transport
 - Documents

Figure 54: Rejection of the import declaration

B- REGISTER THE IMPORT DECLARATION AND THE OPERATIONAL INFORMATION

9.10 HOW TO SUBMIT AN IMPORT DECLARATION

To submit an import declaration:

1. Open the **Menu > Declarations > New declarations > Import** and choose the type of declaration you want to submit.
2. A new **LRN** is assigned by the system for your declaration.

Figure 55: Registration of the import declaration

3. Fill in the form providing the information about:
 - the import declaration
 - the consignment
 - the items

Note: To submit a centralised clearance declaration, you must first tick the 'Centralised clearance declaration' check box in the top right-hand corner of the form.

4. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successfully completed, your import declaration is submitted to the customs office. You are then redirected to the Import Declaration page where you can consult the recorded information.

When the submission is not successfully completed, you must correct the errors.

Note 1: You can cancel the submission of the import declaration at any time by clicking **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

Note 2: The Economic Operator can apply for a local authorisation on certain types of declarations via **Request a national authorisation on declaration** by filling in the requested fields.

Note 3: For more details on how to register an import declaration, please refer to the annexe "[How to complete an import declaration](#)"; "[How to complete a centralised clearance declaration](#)".

9.11 HOW TO SUBMIT A SIMPLIFIED IMPORT DECLARATION

If you have a permanent SDE authorisation or an EIR authorisation, you can submit simplified 'C' or 'F' declarations. If you do not have an authorisation, you must submit simplified 'B' or 'E' declarations. In some cases, you will need to complete the information in your declaration by submitting a supplementary declaration (see [How to submit a supplementary declaration](#)).

To submit a simplified import declaration:

1. Open the **Menu > Declarations > New Declarations > Import Simplified I1** page and choose the type of declaration you wish to submit.
2. A new **LRN** is assigned by the system for your declaration.

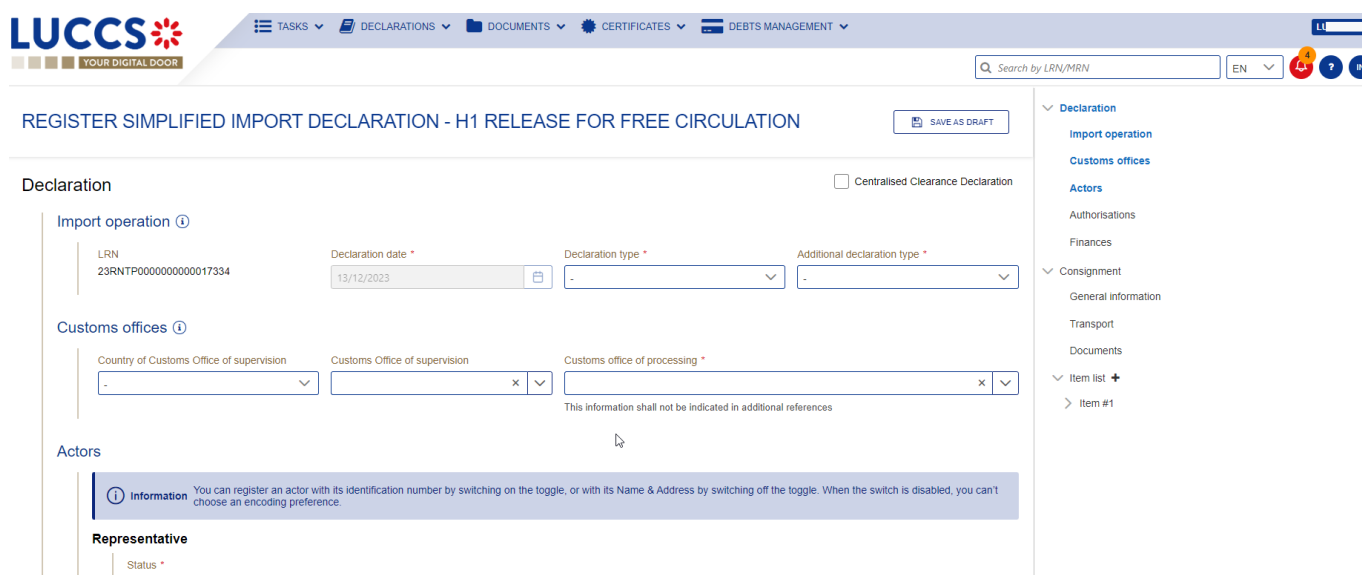


Figure 56: Registration of the simplified import declaration.

3. Complete the form by providing information on:
 - the import declaration
 - the consignment
 - the items
4. Click on **Submit**. A confirmation window opens, click **Yes**.

When the submission is successful, your simplified import declaration is submitted to the customs office. You are then redirected to the **Import Simplified Declaration** page where you can view the information recorded.

If the submission is not successful, you must correct the errors.

Note: You can cancel the Simplified Import Declaration submission at any time by clicking **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

Note 2: For more details on how to register an import declaration, please refer to the annexe "[How to complete an import declaration](#)"; "[How to complete a centralised clearance declaration](#)".

9.12 HOW TO SUBMIT A SUPPLEMENTARY IMPORT DECLARATION

In some cases, after a simplified declaration has been submitted, you will need to submit a supplementary declaration within the time limit. Once the supplementary declaration has been successfully submitted, the declaration is reconciled.

To submit a supplementary declaration:

1. Open the page of the import simplified declaration for which you want to complete the information (Please refer to "[How to consult a simplified declaration](#)") or go to the task list (**Menu > Tasks > Tasks List**) and search for the task **Register supplementary declaration** associated with the simplified import declaration.
2. Click on the hyperlink of the mandatory task **Register supplementary declaration**.
3. The registration form opens. Some of the data cannot be different from the data specified in the simplified declaration and are therefore not editable.

The screenshot shows the LUCCS web application interface. The main heading is "REGISTER SUPPLEMENTARY H2 IMPORT DECLARATION - CUSTOMS WAREHOUSING". The form displays the following information:

- LRN: 23RNTP0000000000005899
- MRN: 23LU704L00001THR4
- Procedure: Import simplified declaration I1 - H2 Customs warehousing
- Status: PENDING SUPPLEMENTARY
- Declaration date: 18/04/2023 11:48
- Declaration types: IM - C
- Acceptance date: 18/04/2023 11:48
- Supervising customs office: LU700000 - Direction des Douanes et Accises
- Customs office of processing: LU704000 - Centre Douanier
- Time limit to submit supplementary declaration in days (Starts at release): 10

The form also includes a "Declaration" section with the following details:

- Import operation
- LRN: 23RNTP0000000000005899
- Declaration date: 27/04/2023
- Declaration type: IM - Import of non-Union goods ...
- Additional declaration type: Y - for a supplementary declarati...

Figure 57: Registration of an import supplementary declaration

4. Complete the form by providing the information relating to:
 - the import declaration
 - the consignment
 - the items
5. Click on **Submit**. A confirmation window opens, click **Yes**.

When the submission is successful, your supplementary import declaration is submitted to the customs office. You are then redirected to the **Import reconciled Declaration** page where you can view the information recorded.

If the submission is not successful, you must correct the errors.

9.13 HOW TO SUBMIT THE PRESENTATION NOTIFICATION FOR A PRE-LODGED DECLARATION

When the import declaration is pre-logged (submitted before the expected presentation of the goods at the Customs office), the presentation notification must be sent within 30 days.

Note: if the goods are not presented within 30 days of the submission of the import declaration, it will be considered as not presented and the declaration will be rejected.

To submit the presentation notification:

1. Open the **Menu > Tasks > Tasks list** page and find the **Register presentation notification** mandatory task associated with the import declaration. The task is also available from the declaration view.

REGISTER PRESENTATION NOTIFICATION

2. The registration form opens. Some fields cannot be modified in relation to the declaration data and are therefore greyed out.

The screenshot shows the 'REGISTER PRESENTATION NOTIFICATION' page in the Luccs system. At the top, there is a navigation bar with tabs for TASKS, DECLARATIONS, DOCUMENTS, CERTIFICATES, and DEBTS MANAGEMENT. The main content area is titled 'REGISTER PRESENTATION NOTIFICATION' and contains an information box stating: 'Information: Your presentation notification is pre-filled with the data from your pre-logged declaration. Only 'Location of goods' at consignment level is editable.' Below this, the form displays the following data:

MRN:	-	Procedure:	Import - H1 Release for free circulation	Status:	PENDING PRESENTATION
Declarant:	[Redacted]	Submission date:	27/04/2023 16:30	Declaration types:	IM - D
Representative:	-	Acceptance date:	-		
Supervising customs office:	LU700000 - Direction des Douanes et Accises	Customs office of processing:	LU700000 - Direction des Douanes et Accises		

Below the form, there are sections for 'Import operation' (showing LRN 23RNTP0000000000006908) and 'Actors'. An information box at the bottom states: 'Information You can register an actor with its identification number by switching on the toggle, or with its Name & Address by switching off the toggle. When the switch is disabled, you can't choose an encoding preference.'

Figure 58: Registration of the presentation notification for an import declaration

3. Fill in the presentation information.
4. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successfully completed, your presentation notification is submitted to the Customs and the declaration's data are updated. Then, you are redirected to the declaration view.

When the submission is not successful, you must correct the errors.

Note: in case the data indicated in the pre-logged declaration are no longer valid at the time of submission of the presentation notification, you must correct your declaration before you can resubmit your presentation notification (see: [How to submit a correction request](#)).

LRN: 23RNTP0000000000002862		
MRN: -	Procedure: Import - H1 Release for free circulation	Status: PENDING PRESENTATION
Declarant: [redacted]	Submission date: 30/03/2023 13:04	Declaration types: IM - D
Representative: -	Acceptance date: -	
Supervising customs office: LU700000 - Direction des Douanes et Accises	Customs office of processing: LU700000 - Direction des Douanes et Accises	

Figure 59: The data indicated in the pre-logged declaration are no longer valid

9.14 HOW TO REGISTER YOUR RIGHT TO BE HEARD FOLLOWING THE REJECTION OF A LOCAL AUTHORISATION

When the customs authorities indicate their intention to reject a local authorisation, the user must perform the mandatory task **Register Right to be Heard for local authorisation**, to confirm or deny their intention to exercise their right to be heard.

To execute the task **Register Right to be Heard for local authorisation**:

1. Open the Import declaration page. The mandatory task **Register Right to be Heard for local authorisation** is available or go to the tasks list.
2. Click on **Register Right to be Heard for local authorisation**.
3. The **Confirmation - Right to be Heard** pop-up opens.

Confirmation - Right to be heard

Do you want to submit a request to exercise your right to be heard?

If you answer "NO", you renounce your right to be heard. Please consult Reason for intention to reject in the Operational details of the declaration.

Figure 60 : Right to be heard pop-up

If you answer 'NO', you renounce your right to be heard. the declaration is rejected.

If you answer **yes** and click on **submit**, the registration form opens.

REGISTER THE RIGHT TO BE HEARD REQUEST

LRN: 24RNTP000000000027150

MRN:	-	Procedure:	Import - H1 End use	Status :	UNDER CUSTOMS VALIDATION
Declarant:	CFL logistics - LU16571800	Submission date:	29/03/2024 11:42	Declaration types:	IM - A
Representative:	-	Acceptance date:	-		
Customs Office of supervision:	LU700000 - Direction des Douanes et Accises	Customs office of processing:	LU700000 - Direction des Douanes et Accises		
Expiration date of the right to be heard:	28/04/2024	Justification:	reason for intention to reject		

Justification

Justification *

512

Attachments

Figure 61 : Right to be heard

4. Fill in the information about your right to be heard.
5. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

9.15 CORRECTION

9.15.1 HOW TO SUBMIT A CORRECTION REQUEST

You can correct your pre-lodged declaration (Additional declaration type 'D', 'E', 'F') after its submission and before its acceptance, the status of the declaration is '**Pending presentation**'.

To correct the data of a declaration with an additional declaration type 'A', 'B', 'C', you will have to request an amendment (see: [How to submit an amendment request](#)).

To submit a correction request:

1. Open the **Import declaration** that you want to correct.
2. Click on the optional task **Register correction request**
3. The register form opens.

REGISTER CORRECTION REQUEST

REGISTER CORRECTION REQUEST

SAVE AS DRAFT

Information: Your declaration correction is pre-filled with the latest declaration data. Please note that some data elements cannot be corrected.

LRN: 23RNTFP00000000000006956

MRN:	-	Procedure:	Import - H1 Release for free circulation	Status:	PENDING PRESENTATION
Declarant:		Submission date:	28/04/2023 06:59	Declaration types:	IM - D
Representative:	-	Acceptance date:	-		
Supervising customs office:	LU700000 - Direction des Douanes et Accises	Customs office of processing:	LU700000 - Direction des Douanes et Accises		

Correction reason

Justification *

Declaration

Correction reason

Justification

Declaration

Import operation

Customs offices

Actors

Authorisations

Finances

Guarantees

Consignment

General information

Transport

Documents

Goods items list +

> Goods item #1

> Goods item #2

Figure 62: Registration of an import declaration correction

4. Fill in the correction information and edit the fields you want.
5. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successfully completed, your correction is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not successfully completed, you must correct the errors.

9.15.2 HOW TO CONSULT THE CORRECTION REQUEST AND THE CUSTOMS AUTHORITIES' RESPONSE

After submitting the correction request to the customs authorities, you can consult the information of this request.

To consult the details of the correction request:

1. Open the **Import Declaration** page. The correction request is displayed in the highlights.
2. Click on the hyperlink **Correction** in the highlights or click on the **Operational Details** button.
3. The **Correction request with the customs authorities' response** card is available and contains the information related to the correction.

IMPORT DECLARATION - H1 RELEASE FOR FREE CIRCULATION

▼ Correction

▼ Response from customs

Decision	Decision date and time
Declaration corrected	28/04/2023 07:03

▼ Correction request

Request date and time	Justification
28/04/2023 07:03	A reason

Operational details

Correction

▼ Declaration details

▼ Declaration

General information

Authorisations

Customs offices

Actors

Finances

Guarantees

▼ Consignment

General information

Transport

Documents

> Item #1

> Item #2

Figure 63: Correction of an import declaration

Note: Several correction requests can be submitted for a given import declaration, especially in the case where previous requests have been rejected. Each correction request can be consulted in the **Operational Details**.

9.16 CANCELLATION

9.16.1 HOW TO SUBMIT A CANCELLATION REQUEST

You can request the cancellation of your declaration after its submission and before acceptance.

To submit a cancellation request:

1. Open the **Import declaration** that you want to cancel.
2. Click on the optional task **Register cancellation request**
3. The registration form opens.

REGISTER CANCELLATION REQUEST

REGISTER CANCELLATION REQUEST

LRN: 23RINTP0000000000055318

MRN:	-	Procedure:	Import - H1 Release for free circulation	Status:	PENDING PRESENTATION
Declarant:	[REDACTED]	Submission date:	28/04/2023 07:03	Declaration types:	IM - D
Representative:	-	Acceptance date:	-		
Supervising customs office:	LU700000 - Direction des Douanes et Accises	Customs office of processing:	LU700000 - Direction des Douanes et Accises		

Justification *

512

SUBMIT CANCEL

Figure 64: Registration of a cancellation request of an import declaration

4. Fill in the cancellation information.
5. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successful, your cancellation request is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not successfully completed, you must correct the errors.

9.16.2 HOW TO CONSULT THE CANCELLATION REQUEST AND CUSTOMS AUTHORITIES' RESPONSE

After submitting the cancellation request to the customs authorities, you can consult the information of this request.

When the cancellation request is accepted, the import declaration is cancelled and the status of the declaration changes to 'Cancelled'.

To consult the details of the cancellation request:

1. Open the **Import Declaration** page. The cancellation request is displayed in the highlights.
2. Click on the hyperlink **Cancellation** in the highlights or click on the **Operational Details** button.
3. The **Cancellation request** with the Customs authorities' response card is available and contains the information related to the cancellation.

The screenshot displays the LUCCS web interface. At the top, there is a navigation bar with tabs for TASKS, DECLARATIONS, DOCUMENTS, CERTIFICATES, and DEBITS MANAGEMENT. A search bar is present with the text 'Search by LRN/MRN'. The main content area is titled 'IMPORT DECLARATION - H1 RELEASE FOR FREE CIRCULATION'. On the left, a 'Cancellation' section is expanded, showing a 'Response from customs' table and a 'Cancellation request' table. On the right, a sidebar menu is visible with options like 'Operational details', 'Declaration details', and 'Declaration'.

Response from customs		
Decision	Decision date and time	Justification
Declaration cancelled	28/04/2023 07:06	I need to cancel

Cancellation request		
Initiated by customs	Request date and time	Justification
No	28/04/2023 07:06	I need to cancel

Figure 65: Cancellation of an import declaration

9.17 AMENDMENT

9.17.1 HOW TO SUBMIT AN AMENDMENT REQUEST

You can request to amend your declaration after its acceptance.

To submit an amendment request of the declaration:

1. Open the **Import declaration** page that you want to amend.
2. Click on the optional task **Register amendment request**
3. The registration form opens.

REGISTER AMENDMENT REQUEST

Figure 66: Registration of an amendment

4. Fill in the amendment information.
5. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successful, your amendment request is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not successfully completed, you must correct the errors.

9.17.2 HOW TO CONSULT THE AMENDMENT REQUEST AND THE CUSTOMS AUTHORITIES' RESPONSE

After submitting the amendment request to the customs authorities, you can consult the information on this request. The status of the declaration changes to 'Under amendment'.

The customs authorities can decide to either accept, reject or reject and suggest another amendment.

If the amendment request is accepted, the import declaration is amended, and the status of the declaration reverts to the previous status.

If the amendment request is rejected, the import declaration is not amended, and the status of the declaration reverts to the previous status.

If the amendment request is rejected and the customs suggest another one, the import declaration is not amended, and the status of the declaration reverts to the previous status. A new mandatory task is created 'Register suggested amendment'.

To consult the customs authorities' response:

1. Open the **Import declaration** page. The amendment request is displayed in the highlights.
2. Click on the **Amendment Request** hyperlink corresponding to your request in the highlights or click on the **Operational Details** button.
3. The **Amendment** card is available and contains information on the customs authorities' response.

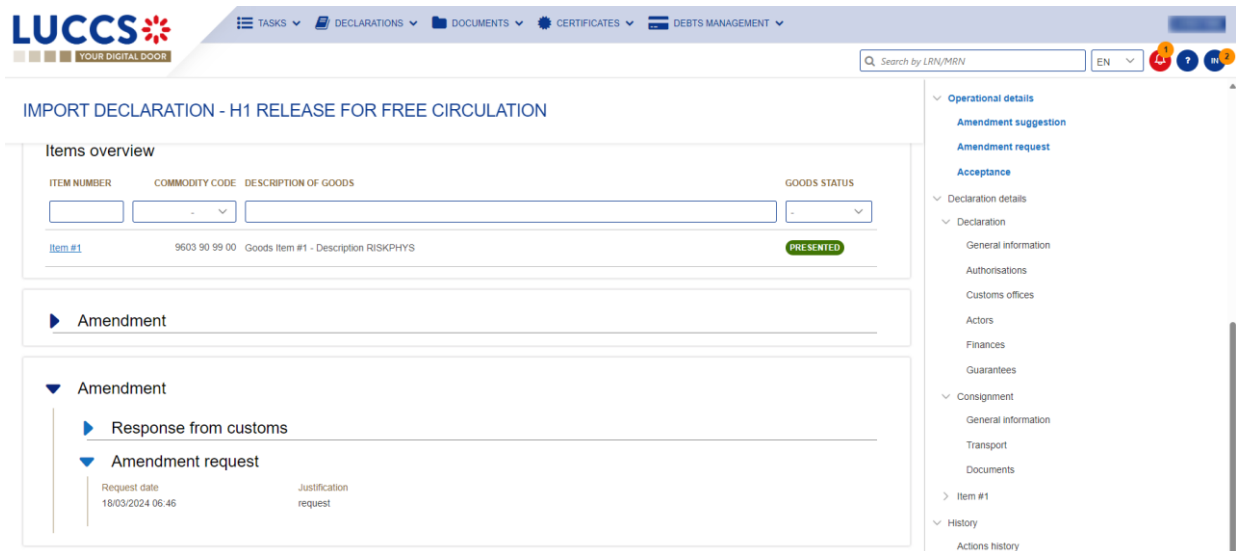


Figure 67: Amendment of an import declaration

9.17.3 HOW TO RESPOND TO A SUGGESTION FROM THE CUSTOMS AUTHORITIES TO AMEND THE DECLARATION

When an amendment to the import declaration is suggested by the Customs authorities, the user must perform the mandatory task **Register suggested amendment** and accept or refuse to amend the declaration.

To respond to the suggestion to amend:

1. Open the **Import Declaration** page. The mandatory task **Register suggested amendment** is available or go to the **tasks list**.
2. Click on the hyperlink of the mandatory task **Register suggested amendment**.
3. The pop-up **Decision on amendment suggestion from Customs** opens.

Decision on amendment suggestion from Customs

Do you want to amend your declaration following Customs suggestion?

If you answer "NO" it's a final decision. Please [consult "Justification of the suggested amendment"](#) in the Operational details of the declaration.

Figure 68: Pop-up - Decision on amendment suggestion from Customs

4. If you answer 'No', you must fill in a justification and submit; you are then redirected to your last active page. **Caution: this is a final decision.**
5. If you answer 'Yes', the registration form opens.
6. Fill in the amendment information and edit the fields you want.
7. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successful, your amendment request is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not successfully completed, you must correct the errors.

9.17.4 HOW TO CONSULT THE AMENDMENT SUGGESTION BY THE CUSTOMS AUTHORITIES

The amendment of the import declaration can be suggested by the customs authorities.

To consult the customs authorities' amendment suggestion, as well as your response and thereafter their acceptance / rejection:

1. Open the **Import declaration** page. The **Amendment suggested by customs** is displayed in the highlights.
2. Click on the hyperlink **Amendment suggested by customs** corresponding in the highlights or click on the **Operational Details** button.
3. The **Amendment** card is available and contains information on the suggestion from the customs authorities.

9.18 INVALIDATION

9.18.1 HOW TO SUBMIT AN INVALIDATION REQUEST

You can apply to invalidate your declaration before or after the release of the declared goods.

To submit an invalidation request:

The screenshot shows the LUCCS web interface for an import declaration. At the top, there is a navigation bar with tabs for 'TASKS', 'DECLARATIONS', 'DOCUMENTS', 'CERTIFICATES', and 'DEBTS MANAGEMENT'. A search bar is present with the text 'Search by LRN/MRN'. The main header reads 'H1 IMPORT DECLARATION - RELEASE FOR FREE CIRCULATION'. Below this, a table lists goods items, with the first item 'Goods item #2' having a red 'INVALIDATED' badge. The main content area is divided into sections: 'Invalidation', 'Response from customs', and 'Invalidation request'. The 'Response from customs' section shows a decision date of 28/04/2023 07:27 and the decision 'Declaration Invalidated'. The 'Invalidation request' section shows a request date of 28/04/2023 07:25 and the justification 'I need to invalidate'. A sidebar on the right contains 'Operational details' with sub-sections for 'Invalidation', 'Release of the goods', and 'Declaration details'.

Figure 70: Invalidation of the import declaration

Note: Several invalidation requests may be submitted for a given import declaration if the previous requests have been rejected. Each invalidation request is then available in the **Operational Details**.

9.18.3 HOW TO CONSULT AN INVALIDATION OF THE DECLARATION REGISTERED BY THE CUSTOMS AUTHORITIES

If the declaration is invalidated by the customs authorities, the status of the declaration becomes 'Invalidated'.

To consult the details of **the invalidation by the customs authorities**:

1. Open the **Import declaration** page. The Invalidation by customs authorities is displayed in the highlights.
2. Click on the **Invalidation by Customs** hyperlink in the highlights or click on the **Operational Details** button.
3. The **Invalidation by Customs** card is available and contains the information related to the invalidation of the declaration by the Customs authorities.

The screenshot displays the LUCCS web interface for an import declaration. The main content area is titled 'H1 IMPORT DECLARATION - RELEASE FOR FREE CIRCULATION'. It includes a 'Goods shipment item overview' table with the following data:

GOODS ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
Goods item #1	9306 30 90 00	Rain jacket yellow	SEIZED
Goods item #2	9306 30 90 00	Rain jacket yellow	SEIZED

Below the table, there is a section for 'Invalidation by customs' with the following details:

Decision date and time	Decision
21/04/2023 12:03	Declaration Invalidated

The right-hand sidebar contains a navigation menu with the following items:

- Operational details
 - Invalidation by customs
 - Non-release of the goods
 - Intention not to release
 - Acceptance
- Declaration details
 - Declaration
 - General information
 - Authorisations
 - Customs offices
 - Actors
 - Finances
 - Guarantees
 - Consignment
 - General information
 - Transport
 - Documents
- Goods item #1

Figure 71: Invalidation by customs

9.19 CONTROL

9.19.1 HOW TO CONSULT THE CONTROL NOTIFICATION OF THE CUSTOMS AUTHORITIES

The customs authorities may notify that a documentary and/or physical control will be carried out.

To consult the control notification:

1. Open the **Import declaration** page.
2. Click on the **Customs Control** hyperlink in the highlights or click on the **Control Details** button.
3. The **Control Notification** card is available and contains information about the Control Notification.

Figure 72: Control Notification of an import declaration

9.19.2 HOW TO CONSULT THE CONTROL RESULTS NOTIFICATION OF THE CUSTOMS AUTHORITIES

When the customs authorities execute a documentary and/or physical control of a centralised clearance declaration, a notification will be sent to the operator.

To consult the control results notification:

1. Open the **Import Centralised Clearance Declaration** page.
2. Click on the **Control Results** hyperlink in highlights or click on the **Control Details** button.
3. The **Control Results** card is available and contains information related to the notification of control results.

IMPORT DECLARATION - H1 RELEASE FOR FREE CIRCULATION

Acceptance 13/03/2024 13:41
Notification on 13/03/2024 13:39

Operational details **Control details** Declaration details Debts details History

Control result

Date	Code	Supporting documents provided
13/03/2024	Satisfactory	Yes

Remarks
-

Item #1 - Documentary controls

Code	Risk area code	Remarks
Satisfactory	1101000 - Alcohol	XXXXXXXXXX

Item #1 - Documentary controls

Item #1 - Documentary controls

Operational details
Acceptance
Control details
Customs control results
Customs control
Declaration details
Declaration
General information
Authorisations
Customs offices
Actors
Finances
Guarantees
Consignment
General information
Transport
Documents
Item #1
History

Figure 73: Control Result of an import declaration

9.19.3 HOW TO CONSULT THE REQUEST FOR ADDITIONAL DOCUMENTS

When the customs authorities control your import centralised clearance declaration, they may ask you for additional documents. If this is the case, you will need to execute the mandatory task 'Register requested information / documents'.

To consult the **Request for additional documents**:

1. Open the **Import Centralised Clearance Declaration** page.
2. Click on the **Request for additional documents** hyperlink in the highlights or click on the **Control details** button.

- The **Request for additional documents** card is available and contains the information received from the customs authorities.

IMPORT DECLARATION - H1 RELEASE FOR FREE CIRCULATION

Request for additional documents #1	Notification on 26/02/2024 13:03	Awaiting additional documents	27/03/2024 13:03
Customs control	Notification on 26/02/2024 13:02		
Acceptance	Notification on 26/02/2024 13:02		

Operational details | **Control details** | Declaration details | Debts details | History

▼ Request for additional documents #1

Request date
26/02/2024

▼ Requested documents

DOCUMENT TYPE	REFERENCE NUMBER	CUSTOMS OFFICE	DESCRIPTION
1END - Ad-hoc Authorisation for End-Use	-	Luxembourg	you need to upload this document
1EXC - Agreed warehousekeeper	-	Luxembourg	you need to add this one too

Figure 74: Consult request for additional documents

9.19.4 HOW TO ANSWER TO THE REQUEST FOR ADDITIONAL DOCUMENTS

When the customs authorities control your import centralised clearance declaration, they may ask you for additional documents. If this is the case, you will need to execute the mandatory task **Register requested documents / information'**.

To perform the **Register requested documents / information'** task:

- Open the **import centralised clearance declaration** page or go to the **tasks list**.
- Click on the mandatory task **'Register requested documents / information'**.

REGISTER REQUESTED DOCUMENTS / INFORMATION

- The form opens.

REGISTER REQUESTED ADDITIONAL DOCUMENTS

LRN: 24RNTP00000000000024535

MRN: 24LU700L000003UJR0	Procedure: Import - H1 Release for free circulation	Status: UNDER CONTROL
Declarant: [Redacted]	Submission date: 26/02/2024 13:01	Declaration types: IM - A
Representative: -	Acceptance date: 26/02/2024 13:02	
Customs Office of supervision: LU700000 - Direction des Douanes et Accises	Customs Office of presentation: BE501000 - ARLON DA	

Request date and time: 26/02/2024 13:03

Requested documents

DOCUMENT TYPE	REFERENCE NUMBER	CUSTOMS OFFICE	DESCRIPTION
1END - Ad-hoc Authorisation for End-Use	-	Luxembourg	you need to upload this document
1EXC - Agreed warehousekeeper	-	Luxembourg	you need to add this one too

Documents available:

No Yes

Attached documents

USED BY CUSTOMS OFFICE OF	DOCUMENT TYPE	REFERENCE NUMBER	ACTIONS
Supervision	Presentation	1END - Ad-hoc Authorisation for End-Use	[Red] [Info]
Supervision	Presentation	1EXC - Agreed warehousekeeper	[Red] [Add] [Info]

Submit Cancel

Figure 75: Register requested additional documents form

4. Fill in the form.
5. Click on **Submit**.

Once the form has been submitted, you can consult the information in the response to the request for additional documents / information in the view of the import centralised clearance declaration.

Highlights

- [Request for additional documents #1](#) Notification on 26/02/2024 13:03
- [Customs control](#) Notification on 26/02/2024 13:02
- [Acceptance](#) Notification on 26/02/2024 13:02

Due dates

No element

Request for additional documents #1

Request date: 26/02/2024

Response

Documents available: Yes

DOCUMENT TYPE	REFERENCE NUMBER	CUSTOMS OFFICE	ACTIONS
1END - Ad-hoc Authorisation for End-Use	12345	Luxembourg	
1EXC - Agreed warehousekeeper	12548	Luxembourg	

Requested documents

Figure 76: Consult response to requested additional documents

9.20 DECISION ON RELEASE OF GOODS

9.20.1 HOW TO CONSULT THE INTENTION NOT TO RELEASE THE GOODS

After declaration's control, the customs authorities may indicate their intention not to release the goods.

To consult the intention not to release the goods:

1. Open the **import declaration** page.
2. Click the **Intent not to release** hyperlink in the highlights or click on the **Operational Details** button.
3. The **Intention not to release** card is available and contains information received from customs authorities.

Figure 77: Intention not to release


Note: You can also find the status of your goods items in the **'Item Overview'** card in the **Operational Details** and consult the **reason for the intention not to release** by clicking on 

Figure 78: Item overview

9.20.2 HOW TO REGISTER A REQUEST TO BE HEARD

When the Customs authorities indicate their intention not to release the goods, the user must perform the mandatory task **Register Right to be Heard**, to confirm or deny their intention to exercise their right to be heard.

To execute the task **Register Right to be Heard**:

6. Open the Import declaration page. The mandatory task **Register Right to be Heard** is available or go to the tasks list.
7. Click on **Register Right to be Heard**.

8. The **Confirmation - Right to be Heard** pop-up opens.

The dialog box is titled "Confirmation - Request to be heard". It contains the question "Do you want to submit a request to be heard?" with two buttons: "Yes" and "No". Below this is a yellow warning box with a triangle icon and the text: "If you answer 'NO', you renounce your right to be heard. Please consult 'Reason for intention not to release' in the Operational details of the declaration." At the bottom right, there are two buttons: "SUBMIT" (with a checkmark icon) and "CANCEL" (with an 'X' icon).

Figure 79: Right to be heard pop-up

⚠ If you answer 'NO', you renounce your right to be heard, it is a final decision.

If you answer **yes** and click on **submit**, the registration form opens.

The screenshot shows the Luccs web application interface. The top navigation bar includes "TASKS", "DECLARATIONS", "DOCUMENTS", "CERTIFICATES", and "DEBTS MANAGEMENT". The main heading is "REGISTER THE RIGHT TO BE HEARD REQUEST". The form displays the following information:

- LRN: 23RNTP0000000000055322
- MRN: 23LU700L00002LQGR6
- Procedure: Import - H1 Release for free circulation
- Status: UNDER CONTROL
- Declarant: [Redacted]
- Submission date: 28/04/2023 07:33
- Declaration types: IM - A
- Representative: -
- Acceptance date: 28/04/2023 07:33
- Supervising customs office: LU700000 - Direction des Douanes et Accises
- Customs office of processing: LU700000 - Direction des Douanes et Accises
- Expiration date of the right to be heard: 28/05/2023
- Reason for intention not to release: -

Below the form, there is a "Consignment" section with a "Justification" text area. On the right side, there is a sidebar with expandable sections for "Consignment" and "Item #1", each containing "Justification" and "Supporting documents" options.

Figure 80: Right to be heard

9. Fill in the information about your right to be heard.

10. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

9.20.3 HOW TO CONSULT THE CUSTOMS AUTHORITIES' RELEASE DECISION

After declaration's acceptance and the formalities related to the guarantees completed, the customs authorities take a decision on the release of the goods and notify the declarant/representative. Then, the declaration changes to status:

- **'Released'**

- 'Not released'
- 'Partially released'

To consult the release decision:

1. Open the **Import declaration** page.
2. Click on the **Decision on release** hyperlink in the highlights or click on the **Operational Details** button.
3. The **Release for import / No release for import** card is available and contains the information received from the customs authorities. You can also find the status of your goods items in the **'Item overview'** card in **Operational Details**.

The screenshot shows the Luccs web application interface. At the top, there is a navigation bar with the Luccs logo and 'YOUR DIGITAL DOOR' tagline. The main header area contains several menu items: TASKS, DECLARATIONS, DOCUMENTS, CERTIFICATES, and DEBTS MANAGEMENT. A search bar is present with the text 'Search by LRN/MRN'. The main content area is titled 'H4 IMPORT DECLARATION - INWARD PROCESSING'. Below this, there is a card for 'Goods item #2' with the value '9306 30 90 00 VIN' and a red 'NOT RELEASED' status indicator. A section titled 'Non-release of the goods' provides details on the reason for non-release, including a date of '26/04/2023 11:42'. Below this, a table titled 'LIST OF GOODS ITEMS NOT RELEASED' lists two items: 'Goods item #1' (Bonbon et chocolats) and 'Goods item #2' (VIN). A sidebar on the right contains a navigation menu with 'Operational details' expanded to show 'Non-release of the goods', 'Intention not to release', 'Control notification', 'Acceptance', 'Declaration details', 'Declaration', 'General information', 'Authorisations', 'Customs offices', 'Actors', 'Finances', 'Guarantees', 'Consignment', 'General information', 'Transport', 'Documents', and 'Goods item #1'.

Figure 81: Release decision

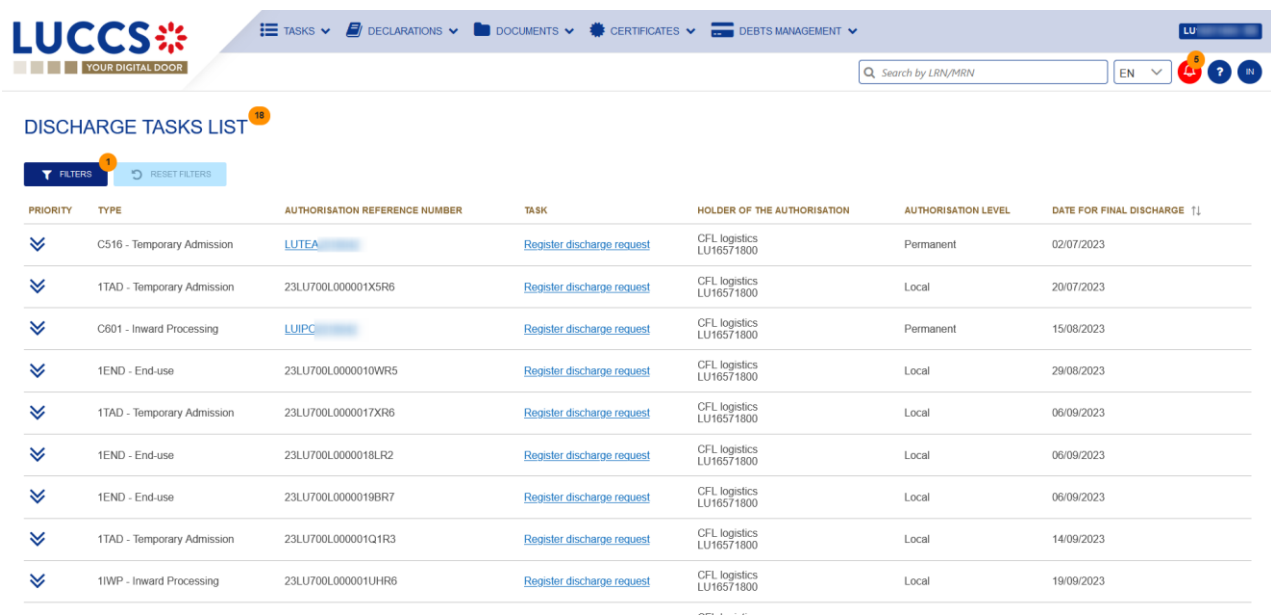
Note: Please note that when a release decision is partial, you will receive both cards successively.

9.21 DISCHARGE

9.21.1 HOW TO SUBMIT A DISCHARGE REQUEST


Once goods have been released under a special procedure, they must be discharged by the final discharge date. You can submit a discharge request per commodity code or per declaration.

1. Open the **Discharge task list** from the **'Tasks'** menu or open the details of your authorisation.



PRIORITY	TYPE	AUTHORISATION REFERENCE NUMBER	TASK	HOLDER OF THE AUTHORISATION	AUTHORISATION LEVEL	DATE FOR FINAL DISCHARGE
	C516 - Temporary Admission	LUTEA	Register discharge request	CFL logistics LU16571800	Permanent	02/07/2023
	1TAD - Temporary Admission	23LU700L000001X5R6	Register discharge request	CFL logistics LU16571800	Local	20/07/2023
	C601 - Inward Processing	LUIPC	Register discharge request	CFL logistics LU16571800	Permanent	15/08/2023
	1END - End-use	23LU700L0000010WR5	Register discharge request	CFL logistics LU16571800	Local	29/08/2023
	1TAD - Temporary Admission	23LU700L0000017XR6	Register discharge request	CFL logistics LU16571800	Local	06/09/2023
	1END - End-use	23LU700L0000018LR2	Register discharge request	CFL logistics LU16571800	Local	06/09/2023
	1END - End-use	23LU700L0000019BR7	Register discharge request	CFL logistics LU16571800	Local	06/09/2023
	1TAD - Temporary Admission	23LU700L000001Q1R3	Register discharge request	CFL logistics LU16571800	Local	14/09/2023
	1IWP - Inward Processing	23LU700L000001UHR6	Register discharge request	CFL logistics LU16571800	Local	19/09/2023

Figure 82: Discharge tasks list

2. Click on **Register discharge request**.
3. Choose the commodity code or the declaration related to your discharge request and click on the **Request to discharge** action icon 
4. The discharge request form opens.
5. Fill in the discharge information.
6. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

REGISTER DISCHARGE PER COMMODITY CODE

REFERENCE NUMBER: [LUTEA](#)

Authorisation type: UCC / TEA Start date / End date: 12/04/2019 → - Status: **VALID**

Holder of the authorisation: [\[Redacted\]](#)

Quantity to discharge

Commodity code 9301 10 00 00	Measurement unit and qualifier KG	Remaining quantity 70.033	Quantity to discharge *
---------------------------------	--------------------------------------	------------------------------	-------------------------

Description of goods
Banana

Applicable declarations

MRN	COMMODITY CODE	DATE OF RELEASE	DATE FOR FINAL DISCHARGE	RELEASE QUANTITY	REMAINING QUANTITY	ESTIMATED QUANTITY TO DISCHARGE
No element						

Figure 83: Discharge request per commodity code

REGISTER DISCHARGE PER MRN

REFERENCE NUMBER: [LUTEA](#)

Authorisation type: UCC / TEA Start date / End date: 12/04/2019 → - Status: **VALID**

Holder of the authorisation: [\[Redacted\]](#)

Declaration

MRN
[22LU701L000003YR6](#)

Quantity to discharge

COMMODITY CODE	DESCRIPTION OF GOODS	REMAINING QUANTITY	QUANTITY TO DISCHARGE
9301 10 00 00	Banana	3.049	<input type="text"/>
9306 30 90 00	Ball	82	<input type="text"/>

Figure 84: Discharge request per MRN

When the submission is successful, your discharge request is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not successfully completed, you must correct the errors.

9.21.2 HOW TO CONSULT THE CUSTOMS' RESPONSE TO THE DISCHARGE REQUEST

After submitting the discharge request to the customs authorities, you can consult the information related to this request.

To consult the details of the discharge request:

1. Open the page of the authorisation concerned by the discharge request from the **Tasks List** via its **Authorisation Number**.
2. The discharges requests are listed in the **'Discharge information' > 'Details of discharge'** tab.

The screenshot displays the LUCCS interface for viewing discharge details. At the top, there's a navigation bar with 'TASKS', 'DECLARATIONS', 'DOCUMENTS', 'CERTIFICATES', and 'DEBTS MANAGEMENT'. Below this, a search bar and language selector are visible. The main content area is titled 'AUTHORISATION' and contains a form with fields for 'REFERENCE NUMBER', 'Authorisation type' (UCC / TEA), 'Start date / End date' (12/04/2019), and 'Status' (VALID). There are buttons for 'REGISTER DISCHARGE REQUEST' and 'REGISTER EXTENSION REQUEST'. Below the form, there are tabs for 'Main information', 'Goods information', 'Discharge information', and 'Guarantee'. The 'Discharge information' tab is active, and within it, the 'Details of discharge' sub-tab is selected. A table is shown with columns: 'REQUEST DATE AND TIME', 'REQUEST TYPE', 'JUSTIFICATION', 'RESPONSE FROM CUSTOMS', and 'DECISION DATE AND TIME'. A right-hand sidebar contains a navigation menu with options like 'Main information', 'Publication agreement', 'Customs authority', 'Annexes', 'Goods information', 'Applicable goods', 'Location of goods', 'Discharge information', 'Period of discharge', 'Details of discharge', and 'Guarantee'.

Figure 85: Details of discharge

9.21.3 HOW TO SUBMIT A REQUEST FOR AN EXTENSION OF THE DISCHARGE PERIOD

The validity period of a special procedure is fixed according to the estimated time needed to complete the planned operation. You may request an extension of the period initially granted.

1. Open the authorisation concerned by the request from the **Discharge tasks list** via its **Authorisation Number**.
2. Click on **Register extension request**.

This screenshot shows the LUCCS interface for submitting an extension request. The navigation bar is identical to the previous screenshot. The main content area is titled 'AUTHORISATION' and contains a form with fields for 'REFERENCE NUMBER', 'Authorisation type' (UCC / TEA), 'Start date / End date' (12/04/2019), 'Holder of the authorisation', 'Representative of the holder', 'Decision taken by', and 'Registration date'. There are buttons for 'REGISTER DISCHARGE REQUEST' and 'REGISTER EXTENSION REQUEST'. A red arrow points to the 'REGISTER EXTENSION REQUEST' button.

EXTEND PERIOD OF DISCHARGE

REFERENCE NUMBER: [LUTEA](#)

Authorisation type: UCC / TEA Start date / End date: 12/04/2019 → - Status: **VALID**

Holder of the authorisation: [REDACTED]

Information Please select the declaration to extend the period of discharge.

Applicable declarations 28

MRN	DATE FOR FINAL DISCHARGE	ACTION
22LU701L000003YR6	02/07/2023	
22LU701L000004SR7	16/07/2023	

Figure 86: Period of discharge extension - choice of declaration

- Choose the declaration on which to apply your extension request and click on the **Extend period of discharge** icon
- The extend period of discharge form opens.

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TASKS DECLARATIONS DOCUMENTS CERTIFICATES DEBTS MANAGEMENT

Search by LRN/MRN EN LU ?

EXTEND PERIOD OF DISCHARGE

REFERENCE NUMBER: [LUTEA](#)

Authorisation type: UCC / TEA Start date / End date: 12/04/2019 → - Status: **VALID**

Holder of the authorisation: [REDACTED]

Applicable declaration

MRN: [22LU701L000003YR6](#) Initial date for discharge: 02/07/2023 Date for final discharge: 02/07/2023 Extension period in months: For all goods: Yes No

Extend the period of discharge per good

COMMODITY CODE	DESCRIPTION OF GOODS	DATE FOR FINAL DISCHARGE	EXTENSION PERIOD IN MONTHS
9301 10 00 00	Banana	02/07/2023	<input type="text"/>
9306 30 90 00	Ball	02/07/2023	<input type="text"/>

Figure 87: Extension of the discharge period

- Fill in the information related to the extension of the discharge.
- Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successful, your Extension of the discharge period is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not successfully completed, you must correct the errors.

9.21.4 HOW TO CONSULT THE CUSTOMS' RESPONSE TO THE REQUEST FOR EXTENSION OF THE DISCHARGE PERIOD

After submitting the request for an extension of the discharge period to the customs authorities, you can consult the information on this request.

To consult the details of the discharge request:

1. Open the authorisation concerned by the request from the **Discharge tasks list** via its **Authorisation Number**.
2. The discharges requests are listed in the **'Period of discharge'** tab.

The screenshot displays the LUCCS web application interface. At the top, the LUCCS logo and navigation menu are visible. The main content area is titled 'AUTHORISATION' and shows details for a specific authorisation. The 'Discharge information' tab is selected, showing the 'Period of discharge' section. The 'Period of discharge' is set to 14 months, and the 'Automatical extension of the time period' is set to 'No'. The 'Estimated period of discharge description' is currently blank.

REFERENCE NUMBER: LUTEA

Authorisation type: UCC / TEA (i) Start date / End date: 12/04/2019 → - Status: VALID (i)

Holder of the authorisation: [REDACTED]

REGISTER DISCHARGE REQUEST REGISTER EXTENSION REQUEST

Main information Goods information **Discharge information** Guarantee

Discharge information

Period of discharge Details of discharge

Period of discharge (in months): 14 Automatical extension of the time period: No

Estimated period of discharge description: -

Main information
Publication agreement
Customs authority
Annexes

Goods information
Applicable goods
Location of goods

Discharge information
Period of discharge
Details of discharge
Guarantee

Figure 88: Period of discharge

10 EXCISE PROCEDURE

A- CONSULT INFORMATION RELATED TO AN EXCISE DECLARATION

10.1 HOW TO CONSULT AN EXCISE DECLARATION

To consult the excise declaration data:

1. Open the **Excise Declaration** page via its **LRN/MRN** or via the **Declarations list**.

The screenshot shows the Luccs web application interface. At the top, there is a navigation bar with tabs for TASKS, DECLARATIONS, DOCUMENTS, CERTIFICATES, and DEBTS MANAGEMENT. A search bar is present with the text 'Search by LRN/MRN'. The main content area is titled 'VIEW AC4 DECLARATION' and displays the following information:

LRN: 23XNTP000000000006846			
MRN: 23LU704L0000007IX4	Procedure: Excise	Status: RELEASED	
Consignee: [REDACTED]	Submission date: 27/04/2023 11:31	Declaration type: AC - 4	
Representative: -	Acceptance date: 27/04/2023 11:31	Custom office of destination: LU704000 - Centre Douanier	

Below the table are buttons for 'REGISTER INVALIDATION REQUEST', 'REGISTER POST RELEASE AMENDMENT REQUEST', 'DUPLICATE', 'GENERATE SHORT FORM', and 'PRINT PREVIEW'. A tabbed interface shows 'Operational details', 'Declaration details' (selected), 'Debts details', and 'History'. The 'Declaration details' section is expanded to show 'General information' with the following data:

LRN	Declaration type	Additional declaration type	Commercial reference
23XNTP000000000006846	AC	4	-

The right sidebar contains a navigation menu with the following items: Operational details, Declaration details, Declaration, General information, Customs offices, Actors, Documents, Finances, Goods item #1, History, Actions history, and Version history.

Figure 89: Excise return - header

2. Click on the **Declaration details** button.
3. The data of the excise declaration is displayed:
 - Declaration: general information, customs offices, actors, documents, and finances
 - Item: general information, goods, documents, and finances

VIEW AC4 DECLARATION

[REGISTER INVALIDATION REQUEST](#)
[REGISTER POST RELEASE AMENDMENT REQUEST](#)
[DUPLICATE](#)
[GENERATE SHORT FORM](#)
[PRINT PREVIEW](#)

[Operational details](#)
[Declaration details](#)
[Debts details](#)
[History](#)

Declaration

[General information](#)
[Customs offices](#)
[Actors](#)
[Documents](#)
[Finances](#)

LRN 23XNTP0000000000006846	Declaration type AC	Additional declaration type 4	Commercial reference -
Date 27/04/2023			

Warehouse

Type -	Identifier -
-----------	-----------------

- Operational details
- Declaration details
 - Declaration
 - General information
 - Customs offices
 - Actors
 - Documents
 - Finances
 - Goods item #1
 - History
 - Actions history
 - Version history

Figure 90: Excise return - return details

Note: The data displayed corresponds to the last recorded data of the declaration (i.e., corrections are considered).

10.2 HOW TO CONSULT ACTIONS HISTORY OF AN EXCISE DECLARATION

The actions history of the declaration contains the events related to the excise declaration, such as events related to tasks performed, change of movement status, deadlines and messages exchanged with the customs office.

To view the actions history of the excise declaration:

1. Open the **Excise Declaration** via **LRN/MRN** page.
2. Click on the **History** buttons.
3. The actions history of the excise declaration is available.

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TASKS DECLARATIONS DOCUMENTS CERTIFICATES DEBTS MANAGEMENT

Search by LRN/MRN EN

VIEW AC4 DECLARATION

REGISTER INVALIDATION REQUEST REGISTER POST RELEASE AMENDMENT REQUEST DUPLICATE GENERATE SHORT FORM PRINT PREVIEW

Operational details Declaration details Debts details **History**

Actions history Version history

DATE	ACTION TYPE	DESCRIPTION	USER/SYSTEM
27/04/2023 11:31	Message sent	AC4 - Release Notification - To: LU [redacted] via NTP	Customs
27/04/2023 11:31	Status set	Released	Customs
27/04/2023 11:31	Message sent	AC4 - Acceptance Notification - To: LU [redacted] via NTP	Customs
27/04/2023 11:31	Status set	Accepted	Customs
27/04/2023 11:31	Message received	AC4 - Declaration	Customs
27/04/2023 11:31	Task performed	Task - Register declaration	NTP

Operational details
 Declaration details
 Declaration
 General information
 Customs offices
 Actors
 Documents
 Finances
 Goods item #1
 History
 Actions history
 Version history

Figure 91: Excise declaration - actions history

10.3 HOW TO CONSULT THE VERSION HISTORY OF THE EXCISE DECLARATION

The version history of the excise declaration contains the events related to the amendments of the excise declaration.

To view the version history of the excise declaration:

1. Open the **Excise Declaration** page via the **LRN/MRN**.
2. Click the **History > Version History** button.
3. The version history of the excise return is available and contains the dates of corrections made and their status.

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TASKS DECLARATIONS DOCUMENTS CERTIFICATES DEBTS MANAGEMENT

Search by LRN/MRN EN

VIEW AC4 DECLARATION

LRN: 23XNTP000000000006846

MRN: 23LU704L00000071X4	Procedure: Excise	Status: RELEASED
Consignee: [REDACTED]	Submission date: 27/04/2023 11:31	Declaration type: AC - 4
Representative: -	Acceptance date: 27/04/2023 11:31	Custom office of destination: LU704000 - Centre Douanier

REGISTER INVALIDATION REQUEST REGISTER POST RELEASE AMENDMENT REQUEST DUPLICATE GENERATE SHORT FORM PRINT PREVIEW

Operational details Declaration details Debts details **History**

Actions history **Version history**

- 28/04/2023 13:51 Amendment
- 27/04/2023 11:31 [Original version of the declaration](#)

Figure 92: Excise declaration - version history

10.4 HOW TO CONSULT A PREVIOUS VERSION OF THE EXCISE DECLARATION

A previous version contains the reported data from the previous version of the declaration.

A new version is created when an amendment has been made.

To consult a previous version of the excise declaration:

1. Open the **Excise Declaration** page via the **LRN/MRN**.
2. Click the **History > Version History** button.
3. Click on the **hyperlink** of the version you wish to view.
4. The previous version of the report is available and contains the reported data from the previous version of the report.

LRN: 23XNTP000000000006846

MRN: 23LU704L000007IX4 Procedure: Excise Version: **PREVIOUS VERSION**

Consignee: [REDACTED] Representative: - Declaration type: AC - 4

PRINT PREVIEW

Declaration details

Declaration

General information | Customs offices | Actors | Documents | Finances

LRN	Declaration type	Additional declaration type	Commercial reference
23XNTP000000000006846	AC	4	-

Date: 27/04/2023

Figure 93: Excise declaration - previous version

10.5 HOW TO CONSULT THE ACCEPTANCE OF THE EXCISE DECLARATION

The excise declaration is accepted when the MRN allocation notification (AC4 - Acceptance Notification) is received from the Customs office. The status of the declaration becomes "Accepted" and the MRN is allocated and displayed in the header of the **Excise Declaration** page.

To consult the acceptance of the excise declaration:

1. Open the **Excise Declaration** page.
2. Click the **Operational Details** button.
3. The **Acceptance** card is available and contains the acceptance date of the excise return and the calculated taxes.

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TASKS DECLARATIONS DOCUMENTS CERTIFICATES DEBTS MANAGEMENT

Search by LRN/MRN EN

VIEW AC4 DECLARATION

Release

Acceptance

Declaration acceptance date: 27/04/2023 11:31
MRN: 23LU704L00000071X4

Total taxes

TAX TYPE	PAYABLE TAX AMOUNT
A00	0,00
B00	0,00

Operational details

- Declaration details
- Declaration
 - General information
 - Customs offices
 - Actors
 - Documents
 - Finances
- Goods item #1
- History
 - Actions history
 - Version history

Figure 94: Acceptance of the excise declaration

10.6 HOW TO VIEW THE CUSTOMS AUTHORITIES' RELEASE DECISION

After acceptance of the declaration and finalisation of the guarantee's formalities, the Customs authorities take a decision on the release of the goods and notify the declarant/representative and the declaration changes to the status:

- "Released".

To consult the release decision:

1. Open the relevant **Excise Declaration** page.
2. Click on the **Operational Details** button.
3. The **Release** card is available and contains information about the information received from the customs authorities.

VIEW AC4 DECLARATION

LRN: 23XNTP000000000006647

MRN: 23LU704L0000007DX9	Procedure: Excise	Status: RELEASED
Consignee: [Redacted]	Submission date: 25/04/2023 16:58	Declaration type: AC - 4
Representative: -	Acceptance date: 25/04/2023 16:58	Custom office of destination: LU704000 - Centre Douanier

REGISTER INVALIDATION REQUEST REGISTER POST RELEASE AMENDMENT REQUEST DUPLICATE GENERATE SHORT FORM PRINT PREVIEW

Operational details Declaration details Debts details History

- Operational details
- Declaration details
- Declaration
 - General information
 - Customs offices
 - Actors
 - Documents
 - Finances
 - Goods item #1
- History
 - Actions history
 - Version history

Release

Release date
25/04/2023 16:58

Figure 95: Release decision

B- REGISTER THE EXCISE DECLARATION AND OPERATIONAL DATA

10.7 HOW TO SUBMIT AN EXCISE DECLARATION

To submit an excise declaration:

1. Open the **Menu > Declarations > New Declarations > AC4 - Excise** page.
2. A new **LRN** is assigned by the system for your declaration.

Figure 96: Registration of the excise declaration

3. Complete the form by providing the information related to:
 - the excise declaration
 - the goods items
4. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successful, your excise declaration is submitted to the customs office. You are then redirected to the **Excise Declaration** page where you can view the information recorded.

If the submission is not successful, you must correct the errors.

Note: You can cancel the submission of the excise declaration at any time by clicking **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

10.8 RECTIFICATION

10.8.1 HOW TO SUBMIT AN AMENDMENT REQUEST FOR AN EXCISE DECLARATION

You may request to amend your declaration after release.

To submit a request for amendment of the declaration:

1. Open the page of the **Excise declaration** you wish to amend.
2. Click on the optional task **Register Post-Release Amendment Request**
3. The registration form opens.

REGISTER POST RELEASE AMENDMENT REQUEST

REGISTER AMENDMENT REQUEST

Information: Your declaration amendment is pre-filled with the latest declaration data. Please note that some data elements cannot be amended.

LRN: 23XNTP0000000000006846

MRN:	23LU704L0000007IX4	Procedure:	Excise	Status:	RELEASED
Consignee:		Submission date:	27/04/2023 11:31	Declaration type:	AC - 4
Representative:	-	Acceptance date:	27/04/2023 11:31	Custom office of destination:	LU704000 - Centre Douanier

Date * 28/04/2023 14:18

Justification *

Declaration

General information

LRN	Commercial reference	Date *
-----	----------------------	--------

Figure 97: Registration of an amendment

4. Fill in the information about the amendment.
5. Click on **Submit**. A confirmation window opens, click on **Yes**.

When the submission is successful, your amendment request notification is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not successful, you must correct the errors.

10.8.2 HOW TO CONSULT THE AMENDMENT REQUEST AND THE RESPONSE FROM THE CUSTOMS AUTHORITIES

After submitting the request for amendment of the declaration to the customs authorities, you can consult the information related to this request. The status of the declaration will change to "Under amendment".

The customs authorities can decide either to accept or reject the request.

If the amendment request is accepted, the excise declaration is amended, and the status of the declaration returns to the previous status.

If the request for amendment is rejected, the excise declaration is not amended, and the status of the declaration reverts to the previous status.

To consult the response of the customs authorities:

1. Open the **Excise Declaration** page. Click on the **Operational Details** button.
2. The **Amendment** card is available and contains the information about the response of the customs authorities.

The screenshot displays the 'VIEW AC4 DECLARATION' interface. At the top, there is a navigation menu with icons for 'TASKS', 'DECLARATIONS', 'DOCUMENTS', 'CERTIFICATES', and 'DEBTS MANAGEMENT'. A search bar labeled 'Search by LRN/MRN' and a language dropdown set to 'EN' are also present. The main content area is titled 'VIEW AC4 DECLARATION' and includes several action buttons: 'REGISTER POST RELEASE AMENDMENT REQUEST', 'REGISTER INVALIDATION REQUEST', 'DUPLICATE', 'GENERATE SHORT FORM', and 'PRINT PREVIEW'. Below these are tabs for 'Operational details', 'Declaration details', 'Debts details', and 'History'. The 'Operational details' section is expanded to show 'Amendment' information, including a 'RESPONSE FROM CUSTOMS' section with a decision of 'Declaration Amended' on 28/04/2023 at 14:26, and an 'AMENDMENT REQUEST' section with a request date of 28/04/2023 at 14:26 and justification 'a justification'. A right-hand sidebar contains a tree view under 'Operational details' with items like 'Declaration details', 'Declaration', 'General information', 'Customs offices', 'Actors', 'Documents', 'Finances', 'Item #1', 'History', 'Actions history', and 'Version history'.

Figure 98: Amendment of an excise declaration

10.9 INVALIDATION

10.9.1 HOW TO SUBMIT AN INVALIDATION REQUEST FOR AN EXCISE DECLARATION

You can request to invalidate your declaration after the goods have been released.

To submit a request to invalidate the declaration:

1. Open the page of the **Excise Declaration** you wish to invalidate.
2. Click on the optional task **Register invalidation request**
3. The registration form opens.



REGISTER INVALIDATION REQUEST

LRN: 23XNTP000000000006846

MRN: 23LU704L00000071X4	Procedure: Excise	Status: RELEASED
Consignee: [REDACTED]	Submission date: 27/04/2023 11:31	Declaration type: AC - 4
Representative: -	Acceptance date: 27/04/2023 11:31	Custom office of destination: LU704000 - Centre Douanier

Date and time of request *
28/04/2023 14:34

Justification *

512

SUBMIT CANCEL

Figure 99: Registration of an invalidation of an excise declaration

4. Fill in the information about the invalidation.
5. Click on **Submit**. A confirmation window will open, click **Yes**.

When the submission is successful, your invalidation notification is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not successful, you must correct the errors.

10.9.2 HOW TO CONSULT A DECLARATION INVALIDATION REQUEST AND THE RESPONSE FROM CUSTOMS AUTHORITIES

After submitting the request for invalidation of the declaration to the customs authorities, you can consult the information related to this request.

When a request for invalidation of the excise declaration is submitted, the customs authorities may decide either to accept or to reject the application.

If the request for invalidation is accepted, the excise declaration is invalidated and the status of the declaration changes to "Invalidated".

In case the invalidation request is rejected, the excise declaration is not invalidated, and the status of the declaration remains unchanged.

To consult the details of the request for invalidation of the excise declaration:

1. Open the **Excise Declaration** page. Click on the **Operational Details** button.
2. The **Invalidation** card is available and contains the information about the invalidation request and the response of the customs authorities.

VIEW AC4 DECLARATION

DUPLICATE GENERATE SHORT FORM PRINT PREVIEW

Operational details Declaration details Debts details History

Invalidation

Response from customs

Decision date and time 28/04/2023 14:45	Decision Declaration Invalidated
--	-------------------------------------

Request

Request date and time 28/04/2023 14:34	Justification A justification
---	----------------------------------

Operational details

- Declaration details
- Declaration
 - General information
 - Customs offices
 - Actors
 - Documents
 - Finances
 - Goods item #1
- History
 - Actions history
 - Version history

Figure 100: Invalidation of excise declaration

Note: Several invalidation requests can be submitted for a given excise declaration in case previous requests have been rejected. Each invalidation request is then available in the **Operational Details**.

10.9.3 HOW TO VIEW AN INVALIDATION OF THE DECLARATION REGISTERED BY THE CUSTOMS AUTHORITIES

In case the declaration is invalidated by the customs authorities, the status of the declaration changes to "Invalidated".

To consult the details of the **invalidation by the Customs**:

1. Open the **Excise Declaration** page. Click on the **Operational Details** button.
2. The **Invalidation by Customs** card is available and contains the information about the invalidation of the declaration.

VIEW AC4 DECLARATION

LRN: 23XNTP0000000000006645

MRN: 23LU704L0000007CX0	Procedure: Excise	Status: INVALIDATED
Consignee:	Submission date: 25/04/2023 16:56	Declaration type: AC - 4
Representative: -	Acceptance date: 25/04/2023 16:56	Custom office of destination: LU704000 - Centre Douanier

DUPLICATE GENERATE SHORT FORM PRINT PREVIEW

Operational details Declaration details Debts details History

Invalidation by customs

Decision date and time	Decision	Justification
28/04/2023 14:48	Declaration Invalidated	A reason

- Operational details
- Declaration details
- Declaration
 - General information
 - Customs offices
 - Actors
 - Documents
 - Finances
- Goods item #1
- History
 - Actions history
 - Version history

Figure 101: Invalidation by Customs

11 EXPORT PROCEDURES

A-CONSULT INFORMATION RELATED TO A (RE-)EXPORT DECLARATION

11.1 HOW TO CONSULT A (RE-)EXPORT DECLARATION

To consult the information related to an (re-)export declaration:

1. Open the **(re-)export declaration** page via its **LRN/MRN**

LRN: 24ANTP0000000000021366

MRN: 24LU704L000000FGA6 Procedure: Export only - B1 Export declaration and re-export declaration Status: **RELEASED FOR EXPORT**

Declarant: [REDACTED] Release date: 18/01/2024 16:01 Declaration type: EX - A

Representative: - Acceptance date: 18/01/2024 16:00

Customs office of export: LU704000 - Centre Douanier Customs office of exit: BE501000 - ARLON DA

REGISTER INVALIDATION REQUEST DUPLICATE DECLARATION PRINT PREVIEW

Highlights
[Released for export](#) Notification on 18/01/2024 16:01
[Acceptance](#) Notification on 18/01/2024 16:00

Due dates
No element

Operational details Declaration details History

Operational details
Released for export
Acceptance
Declaration details
Declaration
General information
Authorisations
Customs offices
Actors
Finances
Consignment
General information
Transport
Documents
Item #1
History
Actions history
Version history

Figure 102: (Re-) export declaration - Header declaration view.

2. Click on the **Declaration details** button.
3. The (re-)export declaration data is displayed:
 - **Declaration:** General information, authorisations, customs offices, actors, and finances
 - **Consignment:** General information, transport, documents, and items overview
 - **Item:** General information, commodity, actors, authorisations, documents, and finances

Figure 103: (Re-)export declaration - Declaration details.

The items overview provides a holistic view of all declared items. Hyperlinks are available to facilitate the navigation.

Note: the data displayed correspond to the latest declaration data recorded (cf. corrections, amendment, presentation notification is considered).

11.2 HOW TO CONSULT A SIMPLIFIED DECLARATION

Simplified declarations are declarations containing less data than standard declarations. They are used in cases where an economic operator does not have all the information in its possession at the time the declaration is submitted (e.g., missing certificate of origin, missing proof of removal, missing supporting document, etc.). This information will be provided later in a supplementary declaration (see [How to submit a supplementary \(re-\)export declaration](#)).

Simplified declarations are identifiable by the 'additional declaration type' (B, C, E or F) and by the format of the declaration that can be (C1) for a simplified (re-)export declaration or (C1A1) for a simplified export and exit summary declaration.

To consult the data of the simplified (re-)export declaration:

1. Open the **Simplified (re-)export declaration** page via its **LRN/MRN**

LRN: 24ANTP000000000026882

MRN: 24LU701L0000036WA1 Procedure: Export only - C1 (Re-)Export simplified declaration Reconciled declaration status: **PENDING SUPPLEMENTARY** Simplified declaration status: **RELEASED FOR EXPORT**

Declarant: [Redacted] Release date: 19/03/2024 13:04 Declaration type: EX - B

Representative: - Acceptance date: 19/03/2024 13:04

Customs office of export: LU701000 - Bettembourg Customs office of exit: BE204000 - BRUXELLES DE

Time limit to submit supplementary declaration in days (Starts at release): 10

Buttons: REGISTER SUPPLEMENTARY DECLARATION, REGISTER INVALIDATION REQUEST, DUPLICATE DECLARATION, PRINT PREVIEW, GENERATE EAD

Highlights:

- Timer to lodge supplementary declaration: Notification on 19/03/2024 13:05
- Released for export: Notification on 19/03/2024 13:04
- Acceptance: Notification on 19/03/2024 13:04

Due dates:

- Timer for submitting the supplementary declaration: 29/03/2024 13:05

Operational details | Declaration details | History

Items overview

ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
Item #1	6401 92 00	FQSDFFQSDFFQ	RELEASED

Figure 104:(Re-)export simplified declaration – Header.

2. Click on the **Declaration Details** button.
3. The simplified (re-)export declaration data is displayed:
 - o **Declaration:** general information, authorisations, customs offices, actors, and finances
 - o **Consignment:** general information, transport, documents, and items overview
 - o **Item:** general information, commodity, actors, authorisations, and documents

The items overview provides a holistic view of all declared items. Hyperlinks are available for easy navigation.

Note: the data displayed corresponds to the latest declaration data recorded (cf. corrections, amendment, presentation notification is considered).

11.3 HOW TO CONSULT THE RECONCILED (RE-)EXPORT DECLARATION

Reconciled declarations are the result of a fusion of the data of a simplified declaration with the data of the supplementary declaration. Reconciled declarations are identifiable by the 'additional declaration type' (X, Y).

The differences between reconciled and standard declarations are as follows:

- New status on the reconciled declaration

- The reconciled declaration has its own lifecycle.

To consult the export reconciled declaration data:

1. Open the **Reconciled (re-)export declaration** page via its **LRN/MRN**

Figure 105: (Re-)export reconciled declaration – Header.

2. Click on the **Declaration Details** button.

Note: on the (re-)export declaration page, the declaration details information will be updated with the new version of the declaration: The reconciled one.

3. The export reconciled declaration data is displayed:
 - **Declaration:** general information, authorisations, customs offices, actors, and finances
 - **Consignment:** general information, transport, documents, and items overview
 - **Item:** general information, commodity, actors, authorisations, documents, and finances

The items overview provides a holistic view of all declared items. Hyperlinks are available for easy navigation.

The screenshot displays the Luccs web application interface. At the top, there is a navigation bar with the Luccs logo and 'YOUR DIGITAL DOOR' tagline. The main header shows 'RECONCILED EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION'. Below this, there are two main sections: 'Highlights' and 'Due dates'. The 'Highlights' section lists several events with dates and times, such as 'Acceptance' and 'Timer to lodge supplementary declaration'. The 'Due dates' section indicates 'No element'. A sidebar on the right contains a navigation menu with categories like 'Operational details', 'Declaration details', and 'Consignment'. Below the highlights, there are tabs for 'Operational details', 'Declaration details', and 'History'. The 'Declaration details' tab is active, showing a table with columns for 'General information', 'Authorisations', 'Customs offices', 'Actors', and 'Finances'. The table contains details for LRN 24ANTP00000000026882, including declaration type (EX), additional declaration type (X), and security (0).

Figure 106: (Re-) export reconciled declaration - Declaration details.

11.4 HOW TO CONSULT THE HISTORY OF ACTIONS IN THE (RE-)EXPORT DECLARATION

The declaration actions history contains events related to the (re-)export declaration, such as events related to tasks performed, change of movement status, deadlines and messages exchanged with the customs office.

To consult the history of the actions of the (re-)export declaration:

1. Open the **(Re-)export declaration** page via its **LRN/MRN**.
2. Click on the **History > Actions history** button.
3. The actions history of the **(Re-)export declaration** is available.

EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION

Actions history | Version history

DATE	ACTION TYPE	DESCRIPTION	USER/SYSTEM
19/03/2024 14:06	Status set	Accepted	Customs
19/03/2024 14:06	Message sent	IE504 - Export Declaration Amendment Acceptance to [redacted] via NTP	Customs
19/03/2024 14:06	Task performed	Task - Register declaration amendment	NTP
19/03/2024 14:06	Status set	Under amendment	Customs
19/03/2024 14:06	Message sent	IEX14 - Amendment Acknowledgement to [redacted] via NTP	Customs
19/03/2024 14:06	Message received	IE513 - Export Correction/Amendment Request	Customs
19/03/2024 14:05	Message sent	IE528 - Export MRN Allocated to [redacted] via NTP	Customs
19/03/2024 14:05	Status set	Accepted	Customs
19/03/2024 14:05	Task performed	Task - Register declaration	NTP
19/03/2024 14:05	Status set	Submitted	Customs

NTP Version 5 Rev 1.0 - [Sitemac](#)

Figure 107: (Re-)export declaration - Actions history.

11.5 HOW TO CONSULT THE (RE-)EXPORT DECLARATION VERSION HISTORY

The (Re-)export declaration version history contains the events related to corrections (before acceptance) and amendments (after acceptance) of the (re-)export declaration.

To view the version history of the (Re-)export declaration:

1. Open the **(Re-)export Declaration** page via the **LRN/MRN**.
2. Click the **History > Version History** button.
3. The version history of the (Re-)export declaration is available and contains the dates where the corrections and/or amendments were made.

Figure 108: (Re-)export declaration - Version history.

11.6 HOW TO CONSULT A PREVIOUS VERSION OF THE (RE-)EXPORT DECLARATION

A previous version contains the declared data from the previous version of the declaration.

A new version is created when a correction (before acceptance) or an amendment (after acceptance) has been made, or in the case of a simplified declaration when a supplementary declaration is submitted.

To view a previous version of the (re-)export declaration:

1. Open the **(Re-)export Declaration** page via the **LRN/MRN**.
2. Click the **History > Version History** button.
3. Click the **hyperlink** of the version you wish to view.
4. The previous version of the declaration is available and contains the reported data from the previous version of the declaration.

EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION

LRN: 24ANTP000000000026885

MRN: 24LU701L00000362A9 Procedure: Export only - B1 Export declaration and re-export declaration Version: **PREVIOUS VERSION**

Declarant: [Redacted] Representative: - Declaration type: EX - A ⓘ

[PRINT PREVIEW](#)

[Declaration details](#)

Declaration

[General information](#) Authorisations Customs offices Actors Finances

LRN 24ANTP000000000026885	Declaration type EX - Export or re-export of goods outside of the customs territory of the Union	Additional declaration type A - for a standard customs declaration (under Article 162 of the Code)	Security 0 - Not used for safety and security purposes
Specific circumstance indicator -	Presentation of the goods date and time 19/03/2024 01:00		

Consignment

[General information](#) Transport Documents

- Declaration details
 - Declaration
 - General information
 - Authorisations
 - Customs offices
 - Actors
 - Finances
 - Consignment
 - General information
 - Transport
 - Documents
 - Item #1
 - Item #2

Figure 109: (Re-)export declaration - Previous version.

11.7 HOW TO CONSULT THE ACKNOWLEDGMENT RECEIPT OF THE (RE-) EXPORT DECLARATION

After submitting the (re-)export declaration, the customs authorities confirm its receipt. Then, the declaration's status changes to 'Pending presentation' for pre-lodged (re-)export declarations or 'Submitted' for non-pre-lodged (re-)export declarations.

To consult the Registration notification:

1. Open the **(Re-)export declaration** via its **LRN/MRN**.
2. Click on **History > Actions history**.
3. The **actions history** is available and contains the acknowledge message from the customs authorities.

EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION

Operational details | Declaration details | **History**

Actions history | Version history

DATE	ACTION TYPE	DESCRIPTION	USER/SYSTEM
19/01/2024 15:11	Task performed	Task - Register declaration correction	NTP
19/01/2024 15:09	Timer started	Timer for waiting of presentation notification : ends 18/02/2024 15:09 (30 days)	Customs
19/01/2024 15:09	Status set	Pending presentation	Customs
19/01/2024 15:09	Message sent	IEX11 - Export Declaration Acknowledgement to [redacted] via NTP	Customs
19/01/2024 15:09	Message received	IE515 - Export Declaration	Customs
19/01/2024 15:09	Task performed	Task - Register declaration	NTP

Figure 110: (Re-)export declaration - Acknowledgment message.

11.8 HOW TO CONSULT THE ACCEPTANCE OF THE (RE-)EXPORT DECLARATION

The (re-)export declaration is accepted when the Export MRN Allocated notification is received from the customs authorities. Therefore, the declaration status becomes 'Accepted', the MRN is allocated and displayed in the header of the **(Re-)export declaration** page.

In case of pre-lodged (Re-)export procedures, acceptance is carried out upon submission of the presentation notification.

In case of non-pre-lodged (Re-)export procedures, acceptance is carried out when the (Re-)export declaration is submitted.

To consult the acceptance of the (Re-)export declaration:

1. Open the (re-)export declaration page.
2. Click on the hyperlink '**Acceptance**' on the '**Highlights**' or click on the **Operational details** button.

3. The **Acceptance** card is available and contains the acceptance date of the (Re-)export declaration

EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION

Highlights
[Acceptance](#) Notification on 19/03/2024 14:20

Due dates
No element

Operational details | Declaration details | History

Items overview

ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
Item #1	6401 92 00	Footwear - Covering the ankle but no covering the knee	ACCEPTED
Item #2	6401 92 00	Footwear - Covering the ankle but no covering the knee	ACCEPTED

Acceptance
Declaration acceptance date
19/03/2024

Figure 111 : (Re-)export declaration – Acceptance card.

11.9 HOW TO CONSULT THE REJECTION OF THE (RE-)EXPORT DECLARATION

The **(Re-)export declaration** is rejected when the rejection notification from the customs authorities is sent by the customs office. The status of declaration becomes 'Rejected'.

To consult the rejection of the (re-)export declaration:

1. Open the **(Re-)export declaration** page via it **LRN/MRN**.
2. Click on the hyperlink **Rejection** in the **highlights** section or on the **Operational Details** button.
3. The **Rejection** card is available and contains the information about the rejection of the declaration: the date and the reason for the rejection.

EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION

Highlights

[Rejection](#) Notification on 19/03/2024 14:39

Due dates

No element

Operational details

Declaration details

History

Items overview

ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
Item #1	6401 92 00	Footwear - Covering the ankle but no covering the knee	REJECTED
Item #2	6401 92 00	Footwear - Covering the ankle but no covering the knee	REJECTED

Rejection

Rejection date and time 19/03/2024 14:39	Rejection reason Presentation Notification not received before the expiration of timer "Awaiting for Export Presentation Notification"
---	---

- Operational details
 - Rejection
- Declaration details
 - Declaration
 - General information
 - Authorisations
 - Customs offices
 - Actors
 - Finances
 - Consignment
 - General information
 - Transport
 - Documents
 - Item #1
 - Item #2
- History
 - Actions history
 - Version history

Figure 112: (Re-)export declaration – Rejection card.

11.10 HOW TO CONSULT THE EXPORT NOTIFICATION

The **Export notification** aims to inform the declarant if the goods have successfully left the union customs territory and contains the control result from the customs office of exit which could contain:

- **A satisfactory control result:** The control result at customs office of exit is satisfactory and the goods have left the territory.
- **A non-satisfactory control result:** The control result at customs office of exit is non-satisfactory and the goods have not been released.

To consult the **Export notification**:

1. Open the **(Re-)export declaration** page via its **LRN/MRN**.
2. Click on the hyperlink **Export notification** in the highlights or click on the **Operational details** button.
3. The **Export notification** card is available and contains the exit date and the control result at the customs office of exit.

EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION

DUPLICATE DECLARATION PRINT PREVIEW GENERATE EAD

Highlights

- Export notification: Notification on 21/03/2024 15:59
- Information registered on non-exited export #1: Notification on 21/03/2024 14:18
- Request on non-exited export: Notification on 21/03/2024 14:17
- Released for export: Notification on 21/03/2024 14:17
- Acceptance: Notification on 21/03/2024 14:18

Due dates

No element

Operational details Declaration details History

Items overview

ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
Item #1	6401 92 00	Footwear - Covering the ankle but no covering the knee	EXPORTED
Item #2	6401 92 00	Footwear - Covering the ankle but no covering the knee	EXPORTED
Item #3	6401 92 00	Footwear - Covering the ankle but no covering the knee	EXPORTED

Export notification

Notification date: 21/03/2024 15:59
Exit date: 21/03/2024
Customs office of exit (actual): LU715000 - Luxembourg-Aeroport

Control result at exit

Control result: A2 - Considered satisfactory
State of seals: OK

Figure 113: (Re-)export declaration – Export notification card.

11.11 HOW TO GENERATE EAD

When the status of the (Re-)export declaration is "Released for export" or "Exported" the export accompanying document (EAD) can be generated.

To generate the EAD:

1. Open the **(Re-)export declaration** page via its **LRN/MRN**.
2. Click on the **Generate EAD** button.



3. The **EAD** is generated in PDF format and contains the information related to the declaration.

EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION

CUSTOMS OFFICE OF EXPORT

CUSTOMS OFFICE OF EXIT

LRN: 24ANTP000000000004562

MRN: 24LU701L000000L2A7	Procedure: Export only - B1 Export declaration and re-export declaration	Status: EXPORTED
Declarant: [REDACTED]	Release date: 21/03/2024 14:35	Declaration type: EX - A
Representative: -	Acceptance date: 21/03/2024 14:34	
Customs office of export: LU701000 - Bettembourg	Customs office of exit: LU715000 - Luxembourg-Aeroport	

DUPLICATE DECLARATION PRINT PREVIEW GENERATE EAD

- Operational details
 - Export notification
 - Released for export
 - Acceptance
- Declaration details
 - Declaration
 - General information
 - Authorisations
 - Customs offices
 - Actors
 - Finances
 - Consignment
 - General information
 - Transport
 - Documents

Figure 114: (Re-)export declaration – Export Accompanying Document - EAD.

B-REGISTER THE (RE-)EXPORT DECLARATION AND THE OPERATIONAL INFORMATION

11.12 HOW TO SUBMIT AN (RE-)EXPORT DECLARATION

To submit an (re-)export declaration:

1. Open the **Menu > Declarations > New declarations > Export** and choose the type of declaration you want to submit.
2. A new **LRN** is assigned by the system for your declaration.

The screenshot shows the Luccs web application interface for registering an export declaration. The header includes the Luccs logo and navigation tabs for TASKS, DECLARATIONS, DOCUMENTS, and CERTIFICATES. A search bar is present with the text 'Search by LRN/MRN'. The main content area is titled 'REGISTER EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION' and includes a 'SAVE AS DRAFT' button. The form is divided into several sections: 'Declaration' with a 'Centralised Clearance Declaration' checkbox; 'Export operation' with fields for LRN (24ANTP000000000026889), Declaration date (19/03/2024), Security (0 - Not used for safety and security ...), Declaration type (EX), Additional declaration type, Presentation of the goods date and time, and Specific circumstance indicator; 'Customs offices' with fields for Customs office of export, Country of customs office of exit (declared), and Customs office of exit (declared); 'Actors' with an information box and a 'Representative' status selector (1 - No representation, 2 - Direct representation, 3 - Indirect representation); and 'Declarant' with an identification number field. A sidebar on the right contains a navigation menu with categories like Declaration, Export operation, Customs offices, Actors, Authorisation, Finances, Consignment, General information, Transport, Documents, and Item list.

Figure 115: (Re-)export declaration – Declaration form B1.

3. Fill in the form providing the information about:
 - the export declaration
 - the consignment
 - the items

Note: To submit a centralised clearance declaration, the '**Centralised clearance declaration**' box in the top right-hand corner of the form must first be checked.

4. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successfully completed, you (re-)export declaration is submitted to the customs office. You are then redirected to the (re-)export declaration page where you can consult the recorded information.

When the submission is not successfully completed, you must correct the errors.

Note 1: You can cancel the submission of the (re-)export declaration at any time by clicking **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

Note 2: You can save a draft of the (re-)export declaration, once saved then you will be able to consult and submitted it through the draft list.

11.13 HOW TO SUBMIT A SIMPLIFIED (RE-)EXPORT DECLARATION

When recording a simplified declaration, you will be able to submit (re-)export declarations with less information. Both types of registrations are valid: in lodged or in pre-lodged.

If you have a permanent SDE authorisation you can submit a simplified (re-)export declaration with regular use by using an additional declaration type set in 'C' or 'F'. If you do not have an authorisation, you must submit the simplified (re-)export declaration on an occasional basis with an additional declaration type 'B' or 'E'.

To submit a simplified declaration when the goods have not yet arrived, you will have to send a pre-lodged declaration using 'F' or 'E' as additional declaration type. If the goods have arrived, then you can submit the declaration with **Additional declaration type** 'B' or 'C'.

In case of CCE, a permanent SDE authorisation is required and then an additional declaration type only can be set in 'C' or 'F'.

To submit a (Re-)export simplified declaration:

1. Open the **Menu > Declarations > New Declarations** page and choose the type of declaration you wish to submit:
For a (re-)export simplified declaration please continue towards:
> Export > Export declaration > C1 - Simplified declaration.
For an export simplified and exit summary declaration please continue towards:
> Export and Exit summary declaration > C1 - A1- Simplified declaration and exit summary declaration.
2. A new **LRN** is assigned by the system for your declaration.

Figure 116: Registration of the simplified (re-)export declaration.

3. Complete the form by providing information on:
 - the export declaration
 - the consignment
 - the items
4. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successful, your simplified declaration is submitted to the customs office. You are then redirected to the '**C1 (Re-)Export Simplified Declaration**'/'**C1A1 Simplified Export and Exit summary declaration**' page where you can consult the information recorded.

If the submission is not successful, you must correct the errors.

Note 1: You can cancel the simplified (re-)export declaration submission at any time by clicking on **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

Note 2: You can save a draft of the simplified (re-)export declaration, once saved then you will be able to consult and submitted it through the drafts list.

Note 3: After the submission of the simplified declaration, when the declaration is released, in some cases you will need to complete the information of your declaration by submitting a supplementary declaration (see [How to submit a supplementary declaration](#)).

11.14 HOW TO SUBMIT A SUPPLEMENTARY (RE-)EXPORT DECLARATION

In some cases, after a simplified declaration has been submitted, you will need to submit a supplementary declaration within the time limit. Once the supplementary declaration has been successfully submitted, the declaration is reconciled.

To submit a supplementary declaration:

1. Open the page of the export simplified declaration for which you want to complete the information (Please refer to “[How to consult a \(re-\)export simplified declaration](#)”) or go to the tasks list (**Menu > Tasks > Tasks List**) and search for the task **Register supplementary declaration** associated to the simplified (re-)export declaration.

REGISTER SUPPLEMENTARY DECLARATION

2. Click on the hyperlink of the mandatory task **Register supplementary declaration**.
3. The registration form opens. Some of the data cannot be different from the data specified in the simplified declaration and are therefore not editable.

REGISTRATION FORM DATA:

LRN:	24ANTP00000000026801
MRN:	24LU701L00003E1A3
Procedure:	Export only - C1 (Re-)Export simplified declaration
Reconciled declaration status:	PENDING SUPPLEMENTARY
Simplified declaration status:	RELEASED FOR EXPORT
Declarant:	[Redacted]
Release date:	21/03/2024 08:51
Declaration type:	EX - C
Representative:	-
Acceptance date:	21/03/2024 08:50
Customs office of export:	LU701000 - Bettembourg
Customs office of exit:	LU715000 - Luxembourg-Aeroport
Time limit to submit supplementary declaration in days (Starts at release):	10

Figure 117:Registration of an (re-)export supplementary declaration.

4. Complete the form by providing the information relating to:
 - the export declaration
 - the consignment
 - the items
5. Click on **Submit**. A confirmation window opens, click **Yes**.

When the submission is successful, your supplementary (re-)export declaration is submitted to the customs office. You are then redirected to the **Export reconciled Declaration** page where you can view the information recorded.

If the submission is not successful, you must correct the errors.

11.15 HOW TO SUBMIT THE PRESENTATION NOTIFICATION FOR A PRE-LOGGED DECLARATION

When the (Re-)export declaration is pre-logged (submitted before the expected presentation of the goods at the customs office, the presentation notification must be sent within 30 days. During this period and before the presentation notification is sent the status at export is '**Pending presentation**'.

Note: if the goods are not presented within 30 days of the submission of the (re-)export declaration, it will be considered as not presented and the declaration will be rejected.

To submit the presentation notification:

1. Open the **Menu > Tasks > Tasks list** page and find the **Register presentation notification** mandatory task associated with the (re-)export declaration. The task is also available from the declaration view.

REGISTER PRESENTATION NOTIFICATION

2. Click on the mandatory task **Register presentation notification**.
3. The registration form opens. Some fields cannot be modified in relation to the declaration data and are therefore greyed out.

Figure 118: (Re-)export declaration – Registration of the presentation notification.

4. Fill in the presentation information.
5. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successfully completed, your presentation notification is submitted to the customs office and the declaration data is updated. Then, you are redirected to the declaration view.

When the submission is not successful, you must correct the errors.

11.16 CORRECTION

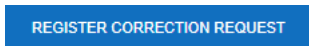
11.16.1 HOW TO SUBMIT A CORRECTION REQUEST

You can correct your pre-logged declaration (Additional Type 'D', 'E', 'F') after its submission and before its acceptance, while the status of the declaration is '**Pending presentation**'.

To correct the data of a declaration with an additional type 'A', 'B', 'C', you will have to request an amendment (see: [How to submit an amendment request](#)).

To submit a correction request:

1. Open the **(Re-)export declaration** that you want to correct.
2. Click on the optional task **Register correction request**.
3. The register form opens.



The screenshot shows the Luccs web application interface for registering a correction request. The top navigation bar includes 'TASKS', 'DECLARATIONS', 'DOCUMENTS', and 'CERTIFICATES'. The main header displays the Luccs logo and 'YOUR DIGITAL DOOR'. The search bar contains the LRN '24ANTP00000000026903'. The page title is 'REGISTER CORRECTION REQUEST'. A 'SAVE AS DRAFT' button is visible. An information message states: 'Information: Your declaration correction is pre-filled with the latest declaration data. Please note that some data elements cannot be corrected.' The form fields are as follows:

MRN:	-	Procedure:	Export only - B1 Export declaration and re-export declaration	Status:	PENDING PRESENTATION
Declarant:	[Redacted]	Release date:	-	Declaration type:	EX - D
Representative:	-	Acceptance date:	-		
Customs office of export:	LU708000 - Centre douanier Nord	Customs office of exit:	LU715000 - Luxembourg-Aéroport		

Declaration

Export operation

LRN	24ANTP00000000026903	Declaration date	21/03/2024	Security	0 - Not used for safety and security pu...	Declaration type	EX
Additional declaration type *	D - For lodging a standard customs de...	Presentation of the goods date and time		Specific circumstance indicator			

Customs offices

Customs office of export *	LU708000 - Centre douanier Nord	Country of customs office of exit (declared)	LU - Luxembourg	Customs office of exit (declared) *	LU715000 - Luxembourg-Aéroport
----------------------------	---------------------------------	--	-----------------	-------------------------------------	--------------------------------

Figure 119: Registration of an (Re-)export declaration correction.

4. Provide in the form the information to be corrected/added. Some fields will not be available to be corrected.
5. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successfully completed, your correction is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not successfully completed, you must correct the errors.

11.16.2 HOW TO CONSULT THE CORRECTION REQUEST AND THE CUSTOMS AUTHORITIES' RESPONSE

After submitting the correction request to the customs authorities, you can consult the information of this request.

To consult the details of the correction request:

1. Open the **(Re-)export declaration** page. The correction request is displayed in the highlights.
2. Click on the hyperlink **Correction** in the highlights or click on the **Operational Details** button.
3. The **Correction request with the customs authorities' response** card is available and contains the information related to the correction.

The screenshot shows the LUCCS web application interface. At the top, there is a navigation bar with the LUCCS logo and 'YOUR DIGITAL DOOR' tagline. Below the navigation bar, the page title is 'EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION'. The main content area is divided into several sections:

- MRN: 24ANTP0000000000027032**
- MRN:** - **Procedure:** Export only - B1 Export declaration and re-export declaration **Status:** **PENDING PRESENTATION**
- Declarant:** [Redacted] **Release date:** - **Declaration type:** EX - D
- Representative:** - **Acceptance date:** -
- Customs office of export:** LU708000 - Centre douanier Nord **Customs office of exit:** LU715000 - Luxembourg-Aéroport

Below this information, there are buttons for: REGISTER PRESENTATION NOTIFICATION, REGISTER CANCELLATION REQUEST, REGISTER CORRECTION REQUEST, DUPLICATE DECLARATION, and PRINT PREVIEW.

Highlights

- [Correction](#) Notification on 26/03/2024 08:00
- Due dates** Timer for PN 25/04/2024 08:59

Operational details Declaration details History

Items overview

ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
Item #1	6401 92 10 444		DECLARED

Correction

- Response from customs**
 - Decision: Correction request accepted Decision date and time: 26/03/2024 08:00
- Correction request**
 - Request date and time: 26/03/2024 08:00

Figure 120: (Re-)export declaration - Correction card.

Note: Several correction requests can be submitted for a given (re-)export declaration. Each correction request can be consulted in the **Operational Details**.

11.17 CANCELLATION

11.17.1 HOW TO SUBMIT A CANCELLATION REQUEST

You can request the cancellation of your declaration after its submission and before acceptance.

To submit a cancellation request:

1. Open the **(Re-)export declaration** that you want to cancel.
2. Click on the optional task **Register cancellation request**
3. The registration form opens.

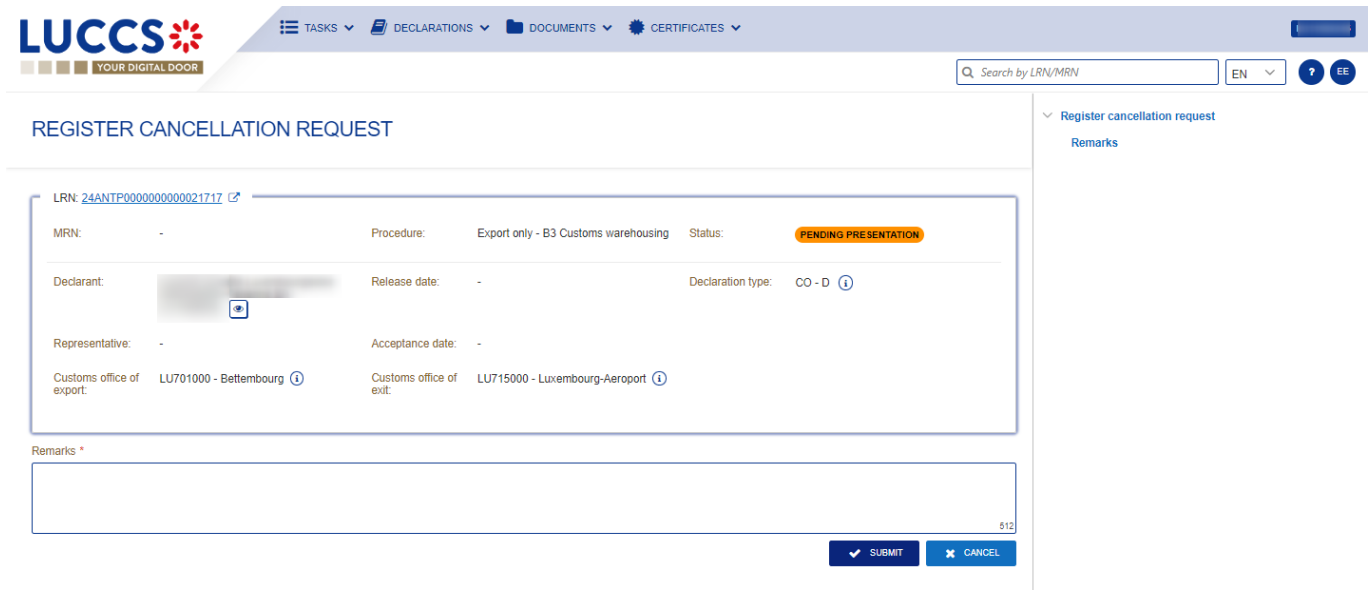


Figure 121: (Re-)export declaration - Register cancellation.

4. Fill in the cancellation information.
5. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successful, your cancellation request is submitted to the customs authorities. You are then redirected to the declaration view.

When the submission is not successfully completed, you must correct the errors.

11.17.2 HOW TO CONSULT THE CANCELLATION REQUEST

After submitting the cancellation request to the customs authorities, you can consult the information of this request.

When the cancellation request is accepted, the (re-)export declaration is cancelled and the status of the declaration changes to 'Cancelled'.

To consult the details of the Cancellation request:

1. Open the **(Re-)export declaration** page. The cancellation request is displayed in the highlights.
2. Click on the hyperlink **Cancellation** in the highlights or click on the **Operational Details** button.

- The **Cancellation request** with the customs authorities' response card is available and contains the information related to the cancellation.

EXPORT DECLARATION - B3 CUSTOMS WAREHOUSING

LRN: 24ANTP00000000000021749

MRN: - Procedure: Export only - B3 Customs warehousing Status: **CANCELLED**

Declarant: [Redacted] Release date: - Declaration type: CO - D ⓘ

Representative: - Acceptance date: -

Customs office of export: LU701000 - Bettembourg ⓘ Customs office of exit: LU715000 - Luxembourg-Aeroport ⓘ

[DUPLICATE DECLARATION](#) [PRINT PREVIEW](#)

Highlights
[Cancellation](#) Notification on 23/01/2024 15:52

Due dates
No element

[Operational details](#) [Declaration details](#) [History](#)

Cancellation

Request date and time	Reason
23/01/2024 15:52	Cancellation request

Figure 122: (Re-)export declaration – Cancellation card.

11.18 AMENDMENT

11.18.1 HOW TO SUBMIT AN AMENDMENT REQUEST

You can request to amend your declaration after its acceptance.

To submit an amendment request of the declaration:

- Open the **(Re-)export declaration** page that you want to amend.
- Click on the optional task **Register amendment request**.
- The registration form opens.

[REGISTER AMENDMENT REQUEST](#)

REGISTER AMENDMENT REQUEST

Information: Your declaration amendment is pre-filled with the latest declaration data. Please note that some data elements cannot be amended.

LRN: 24ANTP000000000021753

MRN:	24LU704L000000IAA6	Procedure:	Export only - B1 Export declaration and re-export declaration	Status:	ACCEPTED
Declarant:	[REDACTED]	Release date:	-	Declaration type:	EX - A
Representative:	-	Acceptance date:	23/01/2024 16:22		
Customs office of export:	LU704000 - Centre Douanier	Customs office of exit:	LU715000 - Luxembourg-Aeroport		

Declaration

Export operation

LRN	Security	Declaration type	Additional declaration type *
24ANTP000000000021753	0 - Not used for safety and security pur...	EX	A - for a standard customs declaration ...

Figure 123: (Re-)export declaration – Registration of an amendment.

4. Fill in the amendment information.
5. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successful, your amendment request is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not successfully completed, you must correct the errors.

Note: Please note that not all the fields can be amended.

11.18.2 HOW TO CONSULT THE AMENDMENT REQUEST AND THE CUSTOMS AUTHORITIES' RESPONSE

After submitting the amendment request to the customs authorities, you can consult the information on this request. The status of the declaration changes to 'Under amendment'.

The customs authorities can decide to either accept or suggest another amendment.

If the amendment request is accepted, the procedure is amended, and the status of the declaration reverts to the previous status.

If the amendment request is rejected, the procedure is not amended, a new mandatory task is created **Register suggested amendment**, a timer to send the amendment starts, and the status of the declaration reverts to the previous status.

Note: If the timer to send the amendment expires, the status of the declaration becomes rejected.

To consult the customs authorities' response:

1. Open the **(Re-)export declaration** page. The amendment request is displayed in the highlights.
2. Click on the **Amendment Request** hyperlink corresponding to your request in the highlights or click on the **Operational Details** button.

3. The **Amendment** card is available and contains information on the customs authorities' response.



Figure 124: (Re-)export declaration – Amendment card.

11.18.3 HOW TO RESPOND TO A SUGGESTION FROM THE CUSTOMS AUTHORITIES TO AMEND THE DECLARATION

The amendment can be suggested by the customs authorities. This case happens when the first amendment is rejected, then the customs office suggests a second amendment with a deadline.

In this case the task **Register suggested amendment** should be performed to respond the customs authorities.

REGISTER SUGGESTED AMENDMENT

Note: when the timer related to the amendment suggested by the customs office expires, the declaration is rejected.

To respond to the amendment suggestion:

1. Open the **(Re-)export declaration** page. The mandatory task **Register suggested amendment** is available or go to the **tasks list**.
2. Click on the hyperlink of the mandatory task **Register suggested amendment**.
3. Fill in the amendment information and edit the fields you want.
4. Click on **Submit** to register the amendment.

When the submission is successful, your amendment request is submitted to the customs authorities. You are then redirected to the declaration view.

When the submission is not successfully completed, you must correct the errors.

Figure 125: (Re-)export declaration – Register suggested amendment task.

11.19 INVALIDATION

11.19.1 HOW TO SUBMIT AN INVALIDATION REQUEST

You can apply to invalidate your declaration before or after the release of the declared goods, when the status is 'Accepted' or 'Released for export'.

To submit an invalidation request:

1. Open the **(Re-)export declaration** page that you want to invalidate.
2. Click on the optional task **Register invalidation request**.
3. The registration form opens.

REGISTER INVALIDATION REQUEST

The screenshot shows the LUCCS web interface for registering an invalidation request. The main header includes the LUCCS logo and navigation menus for TASKS, DECLARATIONS, DOCUMENTS, and CERTIFICATES. A search bar is present with the text 'Search by LRN/MRN'. The page title is 'REGISTER INVALIDATION REQUEST'. The form displays the following information:

- LRN: 24ANTP000000000021762
- MRN: 24LU704L000000IDA2
- Procedure: Export only - B1 Export declaration and re-export declaration
- Status: ACCEPTED
- Declarant: [Redacted]
- Release date: -
- Declaration type: EX - A
- Representative: -
- Acceptance date: 23/01/2024 17:40
- Customs office of export: LU704000 - Centre Douanier
- Customs office of exit: LU715000 - Luxembourg-Aeroport

Below the declaration details, there are two required fields: 'Invalidation reason' (a dropdown menu) and 'Justification' (a text area). At the bottom right of the form, there are 'SUBMIT' and 'CANCEL' buttons.

Figure 126: (Re-)export declaration – Registration of an invalidation request..

4. Fill in the invalidation information.
5. Click on **Submit**. A confirmation modal opens, click on **Yes**.

When the submission is successful, your amendment request is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not successfully completed, you must correct the errors.

11.19.2 HOW TO CONSULT AN INVALIDATION REQUEST AND THE CUSTOMS AUTHORITIES' RESPONSE

After submitting the invalidation request to the customs authorities, you can consult the information of this request.

When an invalidation request is submitted, the customs authorities may decide either to accept or reject the invalidation.

If the invalidation request is accepted, the (Re-)export declaration is invalidated, and the status of the declaration is 'invalidated'.

If the invalidation request is rejected, the (Re-)export declaration is not invalidated, and the status of the declaration remains unchanged.

To consult the invalidation request's details of the (Re-)export declaration:

1. Open the **(Re-)export declaration** page. The invalidation request is displayed in the highlights.
2. Click on the **Invalidation Request** hyperlink in the highlights or click on the **Operational Details** button.
3. The **Invalidation** card is available and contains the information related to the invalidation request and the customs authorities' response.

Figure 127: (Re-)export declaration – Invalidation requested.

Note: Several invalidation requests may be submitted for a given (Re-)export declaration if the previous requests have been rejected. Each invalidation request is then available in the **Operational Details**.

11.19.3 HOW TO CONSULT AN INVALIDATION OF THE DECLARATION REGISTERED BY THE CUSTOMS AUTHORITIES

If the declaration is invalidated by the customs authorities, the status of the declaration becomes 'Invalidated'.

To consult the details of **the invalidation by the customs authorities**:

1. Open the **(Re-)export declaration** page. The Invalidation by customs authorities is displayed in the highlights.
2. Click on the **Invalidation requested by Customs** hyperlink in the highlights or click on the **Operational Details** button.
3. The **Invalidation requested by Customs** card is available and contains the information related to the invalidation of the declaration by the Customs authorities.

EXPORT DECLARATION - B2 SPECIAL PROCEDURE

LRN: 24ANTP0000000000026908

MRN: 24LU701L000003E9A6 Procedure: Export only - B2 Special procedure Status: **INVALIDATED**

Declarant: [Redacted] Release date: - Declaration type: EX - D

Representative: - Acceptance date: 21/03/2024 10:16

Customs office of export: LU701000 - Bettembourg Customs office of exit: LU715000 - Luxembourg-Aeroport

Duplicate Declaration Print Preview

Highlights

[Invalidation requested by customs](#) Notification on 21/03/2024 10:17

[Acceptance](#) Notification on 21/03/2024 10:16

Due dates

No element

Operational details Declaration details History

Items overview

ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
Item #1	6401 92 00	footwear description of goods	INVALIDATED

Invalidation requested by customs

Decision date and time	Justification
21/03/2024 10:17	Discrepancy in the nature of the goods (art 248 (1))

- Operational details
 - Invalidation requested by customs
 - Acceptance
- Declaration details
 - Declaration
 - General information
 - Authorisations
 - Customs offices
 - Actors
 - Finances
 - Consignment
 - General information
 - Transport
 - Documents
 - Item #1
 - History
 - Actions history
 - Version history

Figure 128: (Re-)export declaration – Invalidation requested by customs authorities.

11.20 CONTROL

11.20.1 HOW TO CONSULT THE CONTROL NOTIFICATION OF THE CUSTOMS AUTHORITIES

The customs authorities may notify that a documentary and/or physical control will be carried out.

To consult the Control notification:

1. Open the **(Re-)export declaration view** page.
2. Click on the **Customs control** hyperlink in the highlights or click on the **Operational Details** tab.
3. The **Control notification** card is available and contains information about the Control Notification.

EXPORT DECLARATION - B2 SPECIAL PROCEDURE

LRN: 24ANTP00000000026909

MRN:	Procedure:	Export only - B2 Special procedure	Status:	PENDING PRESENTATION
Declarant:	Release date:	-	Declaration type:	EX - D ⓘ
Representative:	Acceptance date:	-		
Customs office of export:	LU701000 - Bettembourg ⓘ	Customs office of exit:	LU715000 - Luxembourg-Aeroport ⓘ	

- REGISTER PRESENTATION NOTIFICATION
- REGISTER CANCELLATION REQUEST
- REGISTER CORRECTION REQUEST
- DUPLICATE DECLARATION
- PRINT PREVIEW

<p>Highlights</p> <p>Customs control</p> <p>Notification on 21/03/2024 10:20</p>	<p>Due dates</p> <p>Timer for PN</p> <p>20/04/2024 11:20</p>
---	---

- Operational details
- Declaration details
- History

Items overview

ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
Item #1	6401 92 00	footwear description of goods	DECLARED

Control notification

Control notification date and time
21/03/2024 10:20

- Operational details
 - Control notification
- Declaration details
 - Declaration
 - General information
 - Authorisations
 - Customs offices
 - Actors
 - Finances
 - Consignment
 - General information
 - Transport
 - Documents
 - Item #1
 - History
 - Actions history
 - Version history

Figure 129: (Re-)export declaration- Consult control notification.

11.20.2 HOW TO CONSULT THE REQUEST FOR ADDITIONAL DOCUMENTS

When the customs authorities control your (re-)export declaration, they may ask you for additional documents. If this is the case, the request for additional information will be displayed inside the control notification card.

To consult the **Request for additional documents**:

1. Open the **(Re-)export declaration** page via its LRN/MRN.
2. Click on the **Customs control** hyperlink in the highlights or click on the **Operational Details** button.
3. The **Request for additional documents** card is available inside the control notification card and contains the information received from the customs authorities.

The screenshot displays the LUCCS system interface for an export declaration. The top navigation bar includes 'TASKS', 'DECLARATIONS', 'DOCUMENTS', and 'CERTIFICATES'. A search bar and language selector (EN) are on the right. The main content area is titled 'EXPORT DECLARATION - B2 SPECIAL PROCEDURE'. It features buttons for 'DUPLICATE DECLARATION' and 'PRINT PREVIEW'. The 'Highlights' section shows 'Customs control' and 'Acceptance' with notification dates. The 'Due dates' section shows 'No element'. The 'Operational details' section is active, showing 'Control notification' and 'Request for additional documents'. The 'Items overview' table shows one item with status 'UNDER CONTROL'. The 'Control notification' section shows a date of 21/03/2024 10:25 and a list of requested documents.

Figure 130: (Re-)export declaration- Consult additional documents requested by customs authorities.

11.21 DECISION ON RELEASE OF GOODS

11.21.1 HOW TO CONSULT THE CUSTOMS AUTHORITIES' RELEASE DECISION

After declaration's acceptance, the customs authorities take a decision on the release of the goods and notify the declarant/representative. Then, the declaration changes to status:

- **'Released'**.
- **'Not released'**

To consult the release decision:

1. Open the **(Re-)export declaration** page.
2. Click on the hyperlink **Release for export/No release for export** in the highlights or click on the **Operational Details** button.
3. The **'Release for export' / 'No release for export'** card is available and contains the information received from the customs authorities. You can also find the status of your goods items in the **Item overview** card in **Operational Details**.

EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION

LRN: 24ANTP0000000000026867

MRN: 24LU701L00000370A8	Procedure: Export only - B1 Export declaration and re-export declaration	Status: RELEASED FOR EXPORT
Declarant: [Redacted]	Release date: 19/03/2024 14:36	Declaration type: EX - A
Representative: -	Acceptance date: 19/03/2024 14:20	
Customs office of export: LU701000 - Bettembourg	Customs office of exit: LU715000 - Luxembourg-Aeroport	

REGISTER INVALIDATION REQUEST | DUPLICATE DECLARATION | PRINT PREVIEW | GENERATE EAD

Highlights

[Released for export](#) Notification on 19/03/2024 14:36

[Acceptance](#) Notification on 19/03/2024 14:20

Due dates

No element

Operational details | Declaration details | History

Items overview

ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
Item #1	6401 92 00	Footwear - Covering the ankle but no covering the knee	RELEASED
Item #2	6401 92 00	Footwear - Covering the ankle but no covering the knee	RELEASED

Release for export

Release date: 19/03/2024

Control result

Date: 19/03/2024

- Operational details
 - Released for export
 - Acceptance
- Declaration details
- Declaration
 - General information
 - Authorisations
 - Customs offices
 - Actors
 - Finances
- Consignment
 - General information
 - Transport
 - Documents
 - > Item #1
 - > Item #2
- History
 - Actions history
 - Version history

Figure 131: (Re-)export declaration – Release decision.

EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION

Duplicate Declaration Print Preview

<p>Highlights</p> <p>No release for export</p> <p>Customs control</p> <p>Acceptance</p>	<p>Notification on 21/03/2024 11:41</p> <p>Notification on 21/03/2024 11:40</p> <p>Notification on 21/03/2024 11:40</p>	<p>Due dates</p> <p>No element</p>
--	---	---

Operational details Declaration details History

Items overview

ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
Item #1	6401 92 00	Footwear - Covering the ankle but no covering the knee	NOT RELEASED
Item #2	6401 92 00	Footwear - Covering the ankle but no covering the knee	NOT RELEASED

No release for export

Date: 21/03/2024 11:41

Control result

Date	Comment
21/03/2024 00:00	comment not satisfactory control

- Operational details
 - No release for export
 - Control notification
 - Acceptance
- Declaration details
- Declaration
 - General information
 - Authorisations
 - Customs offices
 - Actors
 - Finances
- Consignment
 - General information
 - Transport
 - Documents
- Item #1
- Item #2
- History
 - Actions history
 - Version history

Figure 132: (Re-)export declaration – No release for export decision.

11.21.2 HOW TO CONSULT THE INTENTION NOT TO RELEASE THE GOODS

After declaration’s control, the customs authorities may indicate their intention not to release the goods.

To consult **the intention not to release the goods**:

1. Open the **(Re-)export declaration** page.
2. Click the **Intention not to release** hyperlink in the highlights or click on the **Operational Details** button.
3. The **Intention not to release** card is available and contains information received from customs authorities.

EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION

LRN: 24ANTP000000000027052

MRN: 24LU701L00000461A0 Procedure: Export only - B1 Export declaration and re-export declaration Status: **UNDER CONTROL**

Declarant: [Redacted] Release date: - Declaration type: EX - A

Representative: - Acceptance date: 26/03/2024 10:52

Customs office of export: LU701000 - Bettembourg Customs office of exit: LU715000 - Luxembourg-Aéroport

Highlights

- [Intention not to release](#) Notification on 26/03/2024 10:54
- [Customs control](#) Notification on 26/03/2024 10:53
- [Acceptance](#) Notification on 26/03/2024 10:52

Due dates

Timer for right to be heard 25/04/2024 11:54

Operational details Declaration details History

Items overview

ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
Item #1	6401 92 00	Footwear - Covering the ankle but no covering the knee	INTENTION NOT TO RELEASE
Item #2	6401 92 00	Footwear - Covering the ankle but no covering the knee	INTENTION NOT TO RELEASE
Item #3	6401 92 00	Footwear - Covering the ankle but no covering the knee	INTENTION NOT TO RELEASE

Intention not to release

Expiration date: 25/04/2024 11:54 Reason for intention not to release: Not satisfactory control

List of items intended not to be released

ITEM NUMBER	REASON FOR INTENTION NOT TO RELEASE
Item #1	not satisfactory

Figure 133: (Re-)export declaration - Intention not to release.

Note: You can also find the status of your goods items in the **Item Overview** card in the **Operational Details** and consult the **reason for intention not to release** by clicking on the highlight.

11.21.3 HOW TO REGISTER A REQUEST TO BE HEARD

When the Customs authorities indicate their intention not to release the goods, the user must perform the mandatory task **Register Right to be Heard**, to confirm or deny their intention to exercise their right to be heard.

To execute the task **Register Right to be Heard**:

1. Open the **(Re-)export declaration** page. The mandatory task **Register Right to be Heard** is available or go to the tasks list.
2. Click on **Register Right to be Heard**.
3. The **Confirmation - Right to be Heard** pop-up opens.

Confirmation - Request to be heard

Do you want to submit a request to be heard?

If you answer "NO", you renounce your right to be heard. Please consult "Reason for intention not to release" in the Operational details of the declaration.

Figure 134: (Re-)export declaration – Pop up – Request to be heard.

Note: If you answer 'NO', you renounce your right to be heard, it is a final decision.

If you answer **yes** and click on **submit**, the registration form opens.

TASKS
DECLARATIONS
DOCUMENTS
CERTIFICATES

EN

REGISTER THE RIGHT TO BE HEARD REQUEST

LRN: [24ANTP000000000026910](#)

MRN: 24LU701L000003EAA5	Procedure: Export only - B2 Special procedure	Status: UNDER CONTROL	
Declarant: [redacted]	Release date: -	Declaration type: EX - D	
Representative: -	Acceptance date: 21/03/2024 10:23		
Customs office of export: LU701000 - Bettembourg	Customs office of exit: LU715000 - Luxembourg-Aéroport		
Expiration date of the right to be heard: 20/04/2024	Reason for intention not to release: reason of the intention no to release - not satisfactory control		

Consignment

Justification

Supporting documents +

Goods item #1

Item number	Description of goods	Reason for intention not to release
1	fotwear description of goods	Intention not to release

Justification

Supporting documents +

Figure 135: (Re-)export declaration – Right to be heard form.

4. Fill in the information about your right to be heard and then submit the form. You can add supporting documents if it is necessary.
5. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

11.21.4 HOW TO CONSULT THE REQUEST TO BE HEARD SENT TO THE CUSTOMS AUTHORITIES

Once the Right to be heard is sent to the Customs authorities, you can consult the information that was sent.

To consult **The intention not to release request**:

1. Open the **(Re-)export declaration** page.
2. Click the **Right to be heard request** hyperlink in the highlights or click on the **Operational Details** button.
3. The **Right to be heard** card is available and contains the information of from you have sent to the customs authorities. You can also find the status of your goods items in the **'Item overview'** card in **Operational Details**.

The screenshot displays the LUCCS web application interface. At the top, there is a navigation bar with the LUCCS logo and the tagline 'YOUR DIGITAL DOOR'. The main content area is titled 'EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION'. It features a 'Highlights' section with links for 'Right to be heard request', 'Intention not to release', 'Customs control', and 'Acceptance', each with a corresponding notification timestamp. A 'Due dates' section indicates 'No element'. Below this is an 'Items overview' table with columns for 'ITEM NUMBER', 'COMMODITY CODE', 'DESCRIPTION OF GOODS', and 'GOODS STATUS'. Three items are listed, all with a status of 'WAITING DECISION ON RIGHT TO BE HEARD'. The 'Right to be heard' section is expanded, showing 'Consignment' and 'Goods items' tabs. It displays the 'Expiration date' (25/04/2024 09:20), 'Reason for intention not to release' (Not satisfactory), and 'Sender identification number'. A 'Supporting documents' table is also visible, listing a document of type 'A001 - Certificate of authenticity fresh EMPEROR table grapes' with a reference number, document line item number 1, and a validity date of 27/03/2024 00:00.

Figure 136: (Re-)export declaration – Right to be heard request.

11.22 COMMUNICATION ON NON-EXITED EXPORT

11.22.1 HOW TO INFORM CUSTOMS GOODS HAVE EXITED

Ten days after the release of the goods, you can inform the customs authorities the goods have left the union customs territory. To do so, you can use the optional task **Register exit of goods**, displayed in the declaration.

To submit information on the **Register exit of goods** optional task:

1. Open the **(Re-)export declaration** page.
2. Click on the optional task **Register exit of goods**.
3. The registration form opens.

The screenshot shows the LUCCS web interface. At the top, there is a navigation bar with 'TASKS', 'DECLARATIONS', 'DOCUMENTS', and 'CERTIFICATES'. A search bar is on the right. The main content area is titled 'REGISTER INFORMATION ABOUT NON-EXITED EXPORT'. It displays a declaration summary with the following details:

LRN: 24ANTP000000000004446	MRN: 24LU704L000000JKA0	Procedure: Export only - B1 Export declaration and re-export declaration	Status: RELEASED FOR EXPORT
Declarant: [blurred]	Release date: 12/03/2024 14:14	Declaration type: EX - A	
Representative: -	Acceptance date: 12/03/2024 14:14		
Customs office of export: LU704000 - Centre Douanier	Customs office of exit: LU715000 - Luxembourg-Aéroport		

Below the summary is the 'Declaration' section. It starts with an information bar: 'Information: Choose 'Enquiry information code' to view complete form.' The 'Export operation' section has a dropdown for 'Enquiry information code' with options '3 - Exited-No Alternative Evidence' (selected) and '4 - Exited-Alternative Evidence'. There is also a field for 'Exit date'. The 'Customs offices' section has dropdowns for 'Country of customs office of exit (Actual)' and 'Customs office of exit (Actual)'. At the bottom, there is a field for 'Exit carrier' and 'SUBMIT' and 'CANCEL' buttons.

Figure 137: (Re-)export declaration – Register exit of goods form.

4. Fill the information on goods' exit.
5. Click on **Submit**. A confirmation modal opens, click on **Yes**.

When the submission is successful, the information on goods' exit is submitted to customs authorities. You are then redirected to the **(re-)export declaration** page.

When the submission is not successfully completed, you must correct the errors.

Note: Customs authorities can deny the goods' exit if they consider the proof as insufficient. In this case, the action is made available again.

11.22.2 HOW TO CONSULT THE REQUEST ON NON-EXITED EXPORT FROM CUSTOMS

When the customs authorities have not received the confirmation, the goods have left the union customs territory, they can request you more information on the non-yet exited export.

When that happens the **Request on non-exited export** card will be displayed, a new mandatory task **Register information non-exited export** will be created with a deadline.

To consult the request on non-exited export from the customs authorities:

1. Open the **(Re-)export declaration** page.
2. Click on the hyperlink **Request on non-exited export** situated in the highlights or click on the **Operational Details** button.
3. The **Request on non-exited export** card is available and contains the information received from the customs authorities.

The screenshot displays the Luccs web application interface for an export declaration. The top navigation bar includes 'TASKS', 'DECLARATIONS', 'DOCUMENTS', and 'CERTIFICATES'. The main header reads 'EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION'. The central area shows declaration details: LRN: 24ANTP000000000026932, MRN: 24LU701L000003ECA2, Procedure: Export only - B1 Export declaration and re-export declaration, Status: RELEASED FOR EXPORT, Declarant: [redacted], Release date: 21/03/2024 11:39, Declaration type: EX - A, Representative: -, Acceptance date: 21/03/2024 11:39, Customs office of export: LU701000 - Bettembourg, Customs office of exit: LU715000 - Luxembourg-Aéroport. Below this are buttons for 'REGISTER INFORMATION ON NON-EXITED EXPORT', 'REGISTER INVALIDATION REQUEST', 'DUPLICATE DECLARATION', 'PRINT PREVIEW', and 'GENERATE EAD'. The 'Highlights' section contains links for 'Request on non-exited export', 'Released for export', and 'Acceptance', with corresponding notification dates. The 'Due dates' section shows a 'Timer for alternative evidence' with a date of 20/05/2024 12:49. The 'Operational details' tab is active, showing an 'Items overview' table with two items, both marked as 'RELEASED'. A 'Request on non-exited export' card is highlighted, showing a notification date of 21/03/2024 11:49 and a limit for response date of 20/05/2024. A 'Release for export' button is visible at the bottom.

Figure 138: (Re-)export declaration – Request on non-exited export.

11.22.3 HOW TO REGISTER INFORMATION ON NON-EXITED EXPORT FOLLOWING CUSTOMS REQUEST

When information on non-exited goods have been requested by the customs authorities, the user must perform the mandatory task **Register information on non-exited export**.

Note: If the status is 'Released for Export', it is possible to submit multiple **Information on non-exited export** forms.

To provide information on non-exited goods:

1. Open the **(Re-)export declaration** page via its **LRN/MRN**.
2. Click on the task **Register information non-exited export**.
3. The form will be displayed, and you will be able to fill it.

The screenshot shows the Luccs web application interface. At the top, there is a navigation bar with 'TASKS', 'DECLARATIONS', 'DOCUMENTS', and 'CERTIFICATES' menus. A search bar is present with the text 'Search by LRN/MRN'. The main content area is titled 'REGISTER INFORMATION ABOUT NON-EXITED EXPORT'. It displays a summary of a declaration with the following details:

- LRN: 24ANTP000000000026932
- MRN: 24LU701L000003ECA2
- Procedure: Export only - B1 Export declaration and re-export declaration
- Status: RELEASED FOR EXPORT
- Declarant: [Redacted]
- Release date: 21/03/2024 11:39
- Declaration type: EX - A
- Representative: -
- Acceptance date: 21/03/2024 11:39
- Customs office of export: LU701000 - Bettembourg
- Customs office of exit: LU715000 - Luxembourg-Aeroport

Below the summary, there is a 'Declaration' section with an information message: 'Information: Choose 'Enquiry information code' to view complete form.' The form is divided into several sections:

- Export operation:** Includes 'Enquiry information code' (1 - Will not exit, 2 - Expected to exit, 4 - Exited-Alternative Evidence), 'Exit date' (21/03/2024).
- Customs offices:** Includes 'Country of customs office of exit (Actual)' (LU - Luxembourg) and 'Customs office of exit (Actual)' (LU715000 - Luxembourg-Aeroport).
- Exit carrier:** A plus sign button to add a carrier.
- Alternative evidence #1:** Includes 'Type' (15 - A document signed or authenticated by the economic operator which has taken the goo...).
- Transport document:** Includes 'TYPE' (N271 - Packing list) and 'REFERENCE NUMBER' (LU254866).

At the bottom right, there are 'SUBMIT' and 'CANCEL' buttons.

Figure 139: (Re-)export declaration – Non-exited export form.

4. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

11.22.4 HOW TO CONSULT THE INFORMATION REGISTERED ON NON-EXITED EXPORT

The information communicated to the customs authorities about the **Non exited export** can be consulted in the (Re-)export declaration page.

To consult the information communicated on **Non-exited export form**:

1. Open the **(Re-)export declaration** page.
2. Click on the hyperlink '**Information on non-exited export #1**' in the highlights or click on the **Operational Details** button.

Note 1: You can consult in the operational details all the **Information on non-exited export** you have sent.

Note 2: If the alternative evidence sent by the Declarant is valid for the Customs authorities, then the export process ends, an Export notification with satisfactory results is received. For more information, please consult '[How to consult the export notification](#)'.

EXPORT DECLARATION - B1 EXPORT DECLARATION AND RE-EXPORT DECLARATION

Highlights

Information registered on non-exited export #1	Notification on 21/03/2024 13:43
Request on non-exited export	Notification on 21/03/2024 11:49
Released for export	Notification on 21/03/2024 11:39
Acceptance	Notification on 21/03/2024 11:39

Due dates

Timer for alternative evidence	20/05/2024 12:49
--------------------------------	------------------

Items overview

ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
Item #1	6401 92 00	Footwear - Covering the ankle but no covering the knee	RELEASED
Item #2	6401 92 00	Footwear - Covering the ankle but no covering the knee	RELEASED

Information on non-exited export #1

Information registered on non-exited export

Notification date	Enquiry information code	Exit date
21/03/2024 13:43	Exited-Alternative Evidence	21/03/2024

Customs office of exit (actual)
LU715000 - Luxembourg-Aéroport

Alternative evidence #1

Type
A document signed or authenticated by the economic operator which has taken the goods out of the customs territory of the Union

Transport document

TYPE	REFERENCE NUMBER	ACTION
N235 - Container list	LU525885	

Figure 140: (Re-)export declaration – Information registered on non-exited export #1.

11.22.5 HOW TO CONSULT THE REJECTION OF THE ALTERNATIVE EVIDENCE

Upon the reception of the alternative evidence on the goods, the customs authorities can consider the proof as insufficient. In this case, a rejection message is communicated and can be consulted.

To consult the customs authorities' response:

1. Open the **(Re-)export declaration** page via its **LRN/MRN**.
2. Click on the hyperlink **Information on non-exited export rejected** in the highlights or click on the **Operational Details** button.

The screenshot displays the interface for consulting a rejection of alternative evidence. It is divided into several sections:

- Highlights:** A list of links with corresponding notification dates and times:
 - [Information on non-exited export rejected](#): Notification on 28/03/2024 16:00
 - [Information registered on non-exited export #1](#): Notification on 28/03/2024 15:59
 - [Released for export](#): Notification on 12/03/2024 10:42
 - [Customs control](#): Notification on 12/03/2024 10:13
 - [Acceptance](#): Notification on 12/03/2024 10:05
- Due dates:** Shows "No element".
- Operational details:** A tabbed interface with "Operational details" selected, "Declaration details", and "History".
- Items overview:** A table with columns for ITEM NUMBER, COMMODITY CODE, DESCRIPTION OF GOODS, and GOODS STATUS. The first row shows "Item #1", commodity code "6401 92 00", description "a good", and status "RELEASED".
- Information on non-exited export #1:** A dropdown menu showing "Information on non-exited export rejected" selected. Below it, a table shows:

Notification date	Rejection reason
28/03/2024 16:00	Alternative evidence received is insufficient
- Information registered on non-exited export:** A dropdown menu option.

Figure 141: (Re-)export declaration – Information on non-exited export rejection.

12 EXIT PROCEDURES

A-CONSULT INFORMATION RELATED TO AN EXIT PROCEDURE

12.1 HOW TO CONSULT AN ARRIVAL AT EXIT NOTIFICATION

To consult the arrival at exit notification:

1. Open the **arrival at exit notification** via its **LRN/MRN**.

The screenshot displays the Luccs web application interface. At the top, there is a navigation bar with the Luccs logo and the tagline 'YOUR DIGITAL DOOR'. The main header shows 'EXPORT MOVEMENT AT OFFICE OF EXIT' with two tabs: 'CUSTOMS OFFICE OF EXPORT' and 'CUSTOMS OFFICE OF EXIT'. Below this, a search bar contains the MRN: 24LU701L00003FBAS. The main content area shows the following details:

MRN: 24LU701L00003FBAS	Status: ACCEPTED
Procedure: Arrival at exit notification	Creation date of the arrival notification: 21/03/2024 16:51
Trader at exit: [REDACTED]	Customs office of exit (actual): LU715000 - Luxembourg-Aeroport

A 'PRINT PREVIEW' button is located at the bottom left of the main content area. On the right side, there is a sidebar menu with the following items: Operational details, Declaration details, Declaration, General information, Authorisations, Customs offices, Actors, Finances, Consignment, General information, and Transport.

Figure 142: Exit procedure – Arrival at exit notification – header.

2. Click on the **Arrival details** button. The Export arrival notification data is displayed and if declared, the discrepancies details (Consignment discrepancies and item discrepancies) are displayed below the consignment and item section.

EXPORT MOVEMENT AT OFFICE OF EXIT

CUSTOMS OFFICE OF EXPORT CUSTOMS OFFICE OF EXIT

Operational details Declaration details **Arrival details** History

Arrival notification

General information Authorisations Customs offices Actors Location of goods

MRN: 24LU701L0000036VA2
 Arrival notification date and time: 19/03/2024 11:26
 Arrival notification place: -
 Storing flag: No
 Discrepancies exist: Yes
 Sender identification number: LU11868245

Consignment discrepancies

General information **Transport** Documents

Mode of transport at the border
 Declared: 2 - Rail transport
 Found: -

Active border transport means

Type of identification Identification number Nationality
 Declared: - Declared: - Declared: -
 Found: - Found: - Found: -

TRANSPORT EQUIPMENT

DECLARED	CONTAINER IDENTIFICATION NUMBER	NUMBER OF SEALS	MISSING
DECLARED	Declared: 1125 Found: -	Declared: 1 Found: 1	No
MISSING	Declared: 2235 Found: -	Declared: 2 Found: -	Yes
DECLARED	Declared: 344 Found: -	Declared: 1 Found: 1	No
NON DECLARED	Declared: - Found: 58898	Declared: - Found: 1	No

- Operational details
 - Released for exit
- Declaration details
 - Declaration
 - General information
 - Authorisations
 - Customs offices
 - Actors
 - Finances
 - Consignment
 - General information
 - Transport
 - Documents
 - Item #1
 - Item #2
- Arrival details
 - Arrival notification
 - General information
 - Authorisations
 - Customs offices
 - Actors
 - Location of goods
 - Consignment discrepancies
 - General information
 - Transport
 - Documents
 - Item #1
 - Item #2
- History
 - Actions history
 - Version history

Figure 143: Exit procedure – Arrival at exit notification details.

3. Click on the **Declaration details** button. The data of the (re-)export declaration or the Exit summary declaration is displayed.

Figure 144: Exit procedure – Arrival at exit notification – Declaration view – Declaration details.

Note: Only in case of an export process, when you are both the holder of the export procedure and the trader at exit, you have access to both movements: at **Customs office of export** and at **Customs office of exit**. Via the **LRN/MRN**, you will be redirected to the latest updated view and can easily switch from one view to the other using the button at the top of the page.



12.2 HOW TO CONSULT AN EXIT SUMMARY DECLARATION

To consult the **Exit summary declaration**:

1. Open the **Exit summary declaration** via its **LRN/MRN**.

Figure 145: Exit procedure - Exit summary declaration - header.

2. Click on the **Declaration Details** tab button.

3. The exit summary declaration data is displayed.

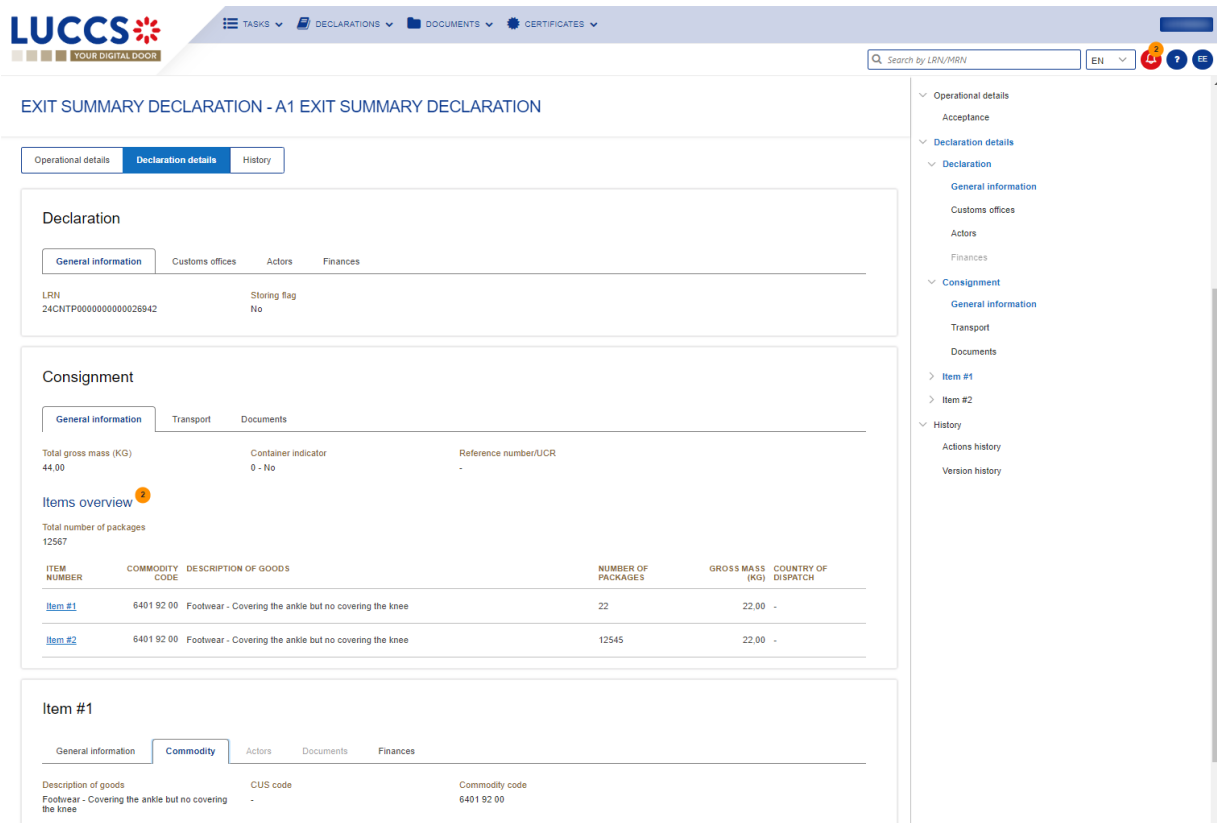


Figure 146: Exit procedure – Declaration details of the Exit summary declaration.

12.3 HOW TO CONSULT A RE-EXPORT NOTIFICATION

To consult the **Re-export notification**:

1. Open the **Re-export notification** via its **LRN/MRN**.

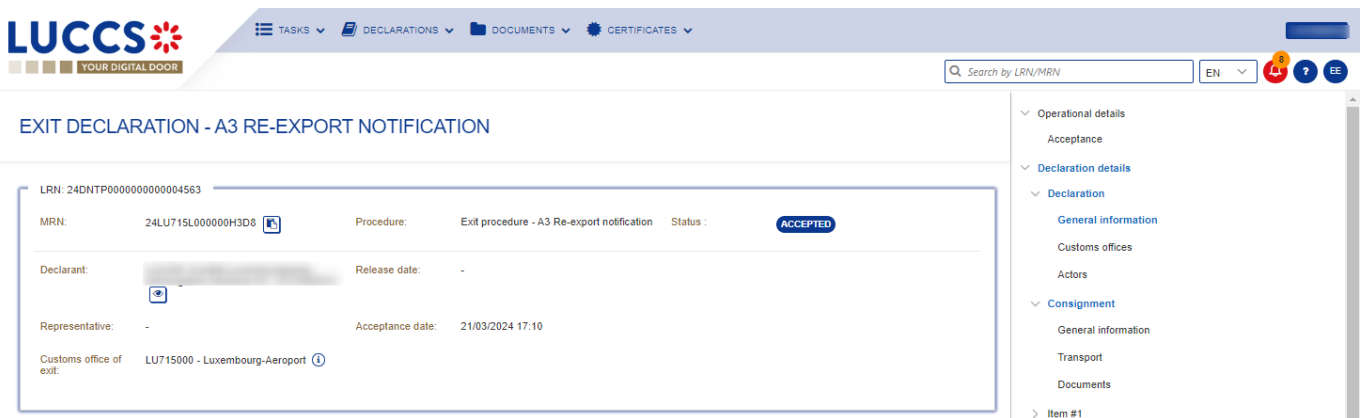


Figure 147: Exit procedure - Re-export notification.

2. Click on the **Declaration Details** tab button.
3. The Re-export notification declaration data is displayed.

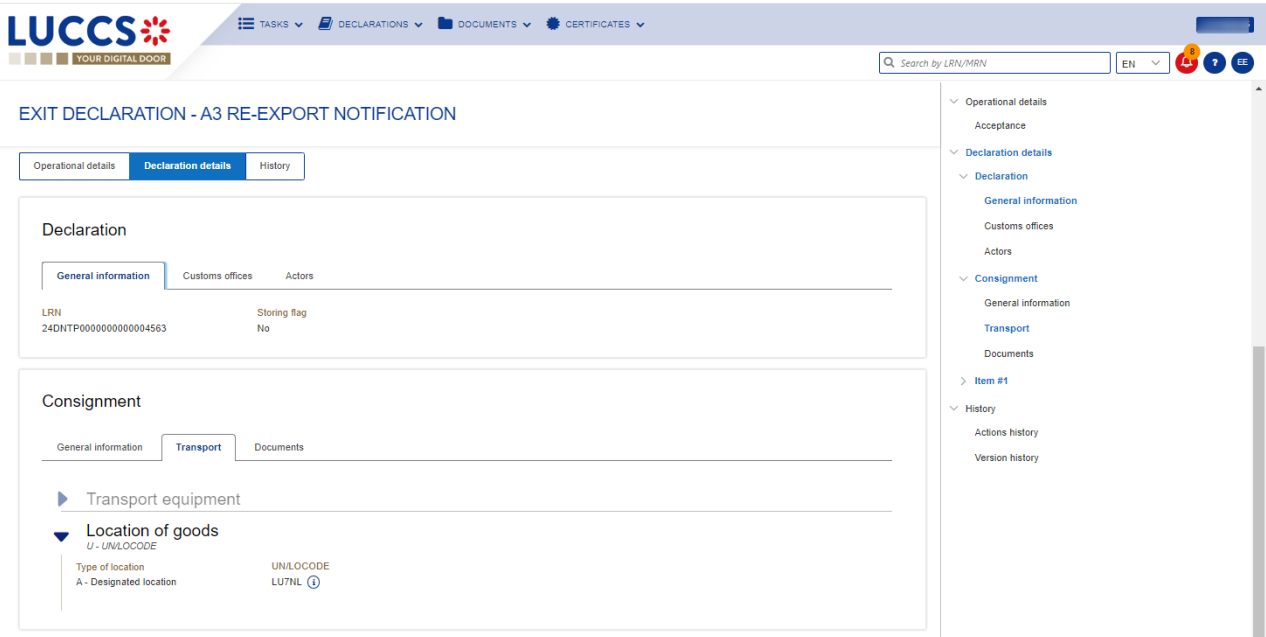


Figure 148: Exit procedure- details of the Re-export notification.

12.4 HOW TO CONSULT A NON-AES MOVEMENT ARRIVAL AT EXIT

To consult the **non-AES movement arrival at exit**:

1. Open the **Non-AES movement arrival at exit** via its LRN/MRN.

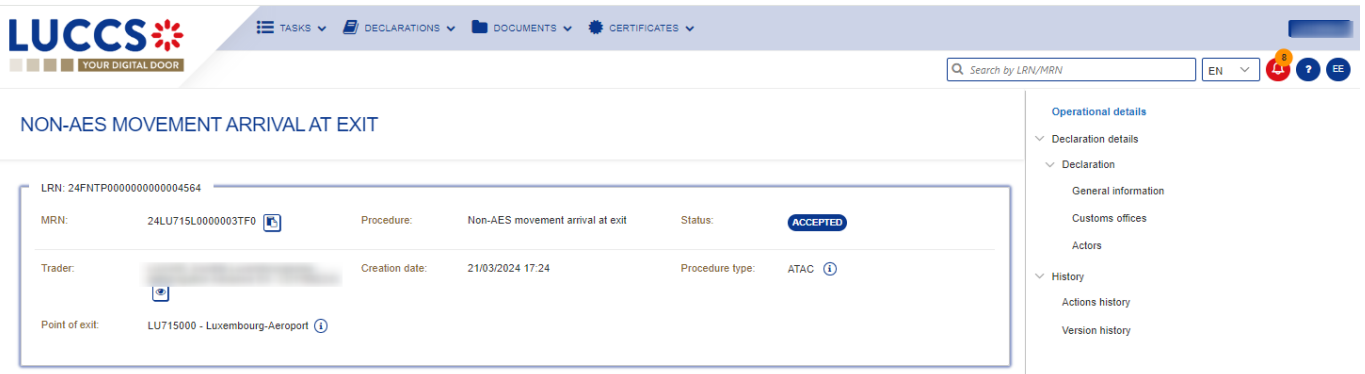


Figure 149: Exit procedure– Non-AES movement arrival at exit – Header.

2. Click on the **Declaration Details** tab button.
3. The non-AES movement arrival at exit data is displayed.

Figure 150: Exit procedure- details of a Non-AES movement arrival at exit.

12.5 HOW TO CONSULT THE ACTION HISTORY FOR AN EXIT PROCEDURE

The action history contains the events related to the exit procedure, such as events related to tasks performed, change of movement status, deadlines and messages exchanged with the Customs office of exit.

To consult the exit procedure action history:

1. Open the **exit procedure** via the **LRN/MRN**.
2. Click on the **History** button > **Actions history**.
3. The action history of the exit procedure is available.

DATE	ACTION TYPE	DESCRIPTION	USER/SYSTEM
21/03/2024 17:25	Status set	Released for exit	Customs
21/03/2024 17:25	Message sent	IE525 - Exit Release Notification to [redacted] via NTP	Customs
21/03/2024 17:10	Task performed	Task - Register declaration	NTP
21/03/2024 17:10	Timer started	Timer to Receive Exit Notification : ends 18/08/2024 18:10 (150 days)	Customs
21/03/2024 17:10	Message sent	IE571 - Re-Export Notification Registration to [redacted] via NTP	Customs
21/03/2024 17:10	Status set	Accepted	Customs
21/03/2024 17:10	Message received	IE570 - Re-Export Notification	Customs

Figure 151: Exit procedure– Actions history.

12.6 HOW TO CONSULT THE EXIT PROCEDURE VERSION HISTORY

The **version history** contains the different versions of the exit procedure. A new version is created when a request for amendment has been accepted by the customs officer.

To consult the version history of an exit procedure:

1. Open the **exit procedure** page via the **LRN/MRN**.
2. Click on the **History > Version history** tab.
3. The version history of the exit procedure is available and contains the dates where the amendments were made.



Figure 152: Exit movement at exit – version history.

12.7 HOW TO CONSULT A PREVIOUS VERSION OF AN EXIT PROCEDURE

A previous version contains the declared data from the previous version of the declaration.

To consult the previous version of an exit procedure:

1. Open the **exit procedure** page via the **LRN/MRN**.
2. Click on the **History > Version history** tab.
3. Once in the version history, click in the hyperlink of the version you wish to consult.

The previous version of the declaration will be available and contains the reported data from the previous version of the procedure.

EXIT DECLARATION - A3 RE-EXPORT NOTIFICATION

LRN: 24DNT000000000026952

MRN: 24LU715L000006B7D0 Procedure: Exit procedure - A3 Re-export notification Version: **PREVIOUS VERSION**

Declarant: [REDACTED] Representative: - Declaration type: - ⓘ

PRINT PREVIEW

Declaration details

Declaration

General information Customs offices Actors

LRN 24DNT000000000026952 Storing flag No

Consignment

General information Transport Documents

Transport equipment

Location of goods

Figure 153: Exit procedure– Previous version.

12.8 HOW TO CONSULT THE ACCEPTANCE OF THE EXIT PROCEDURE

The **Exit summary declarations** and the **Re-export notifications** are accepted after the reception of the acceptance message from the customs authorities. Therefore, the exit procedure status becomes '**Accepted**', and the **MRN** of the movement is allocated and displayed in the header of the **exit procedure** page.

Note: the acceptance does not concern the arrival at exit notification and non-AES movement arrival at exit.

To consult the acceptance of exit procedure:

1. Open the **Exit procedure declaration** page via its LRN/MRN.
2. Click on the hyperlink 'Acceptance' on the 'Highlights' or click on the Operational details button.
3. The Acceptance card is available and contains the acceptance date of the exit procedure.

The screenshot shows the Luccs web application interface for an 'EXIT SUMMARY DECLARATION - A1 EXIT SUMMARY DECLARATION'. The top navigation bar includes 'TASKS', 'DECLARATIONS', 'DOCUMENTS', and 'CERTIFICATES'. A search bar is present with the text 'Search by LRN/MRN'. The main content area is divided into several sections:

- Declaration Details:** Shows MRN: 24LU715L000007K8C0, Procedure: Exit procedure - A1 Exit summary declaration, Status: ACCEPTED, Declarant: [redacted], Release date: -, Representative: -, Acceptance date: 22/03/2024 09:07, and Customs office of exit: LU715000 - Luxembourg-Aéroport.
- Operational Actions:** Buttons for REGISTER AMENDMENT REQUEST, REGISTER INVALIDATION REQUEST, DUPLICATE DECLARATION, and PRINT PREVIEW.
- Highlights:** Includes a link for 'Acceptance' and a notification on 22/03/2024 09:07.
- Due dates:** Shows a timer to receive exit notification ending on 19/08/2024 10:07.
- Operational details:** Tabs for Declaration details and History.
- Items overview:** A table with columns for ITEM NUMBER, COMMODITY CODE, DESCRIPTION OF GOODS, and GOOD'S STATUS. It lists 'Item #1' with commodity code 6401 92 00 and description 'Footwear - Covering the ankle but no covering the knee', with a status of 'ACCEPTED'.
- Acceptance:** A section showing the declaration acceptance date as 22/03/2024.

A right-hand sidebar contains a navigation menu with categories like 'Operational details', 'Declaration details', 'Declaration', 'Consignment', and 'History'.

Figure 154: Exit procedure– Acceptance of the exit procedure.

12.9 HOW TO CONSULT THE DIVERSION REJECTION FOR AN ARRIVAL AT EXIT NOTIFICATION

A diversion occurs when the arrival at exit notification is sent to a customs office that is different than the one declared in the (re-)export declaration or in the exit summary declaration. In this situation, the customs authorities can decide whether to accept or reject the diversion. In case the diversion is denied, a rejection message is communicated, and the exit procedure status becomes 'Rejected'.

To consult the rejection of the arrival at exit notification:

1. Open the **arrival at exit notification** via its **LRN/MRN**.
2. Click on the **Diversion rejection** hyperlink in the highlights or on the **Operational Details** button.
3. The **Diversion rejection** card is available and contains the information related to the rejection of the declaration: the date, the reason for the rejection and the custom office.


Figure 155: Exit procedure– diversion rejection of the arrival notification.

12.10 HOW TO CONSULT THE CONTROL NOTIFICATION OF THE CUSTOMS AUTHORITIES

For all exit procedures except for the non-AES movement arrival at exit, the customs authorities may notify if a documentary and/or physical control will be carried out.

To consult the control notification:

1. Open the **Exit procedure** page via the **LRN/MRN**.
2. Click on the **Customs Control** hyperlink in the highlights or click on the **Operational Details** button.
3. The **Control Notification** card is available and contains information about the control notification.

LUCCS  **YOUR DIGITAL DOOR**

TASKS DECLARATIONS DOCUMENTS CERTIFICATES

Search by LRN/MRN EN ? EE

EXIT SUMMARY DECLARATION - A1 EXIT SUMMARY DECLARATION

Acceptance Notification on 22/03/2024 09:31

Operational details Declaration details History

Items overview

ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
Item #1	6401 92 00	Footwear - Covering the ankle but no covering the knee	UNDER CONTROL

Control notification

Control notification date and time	Type of controls
22/03/2024 09:32	Documentary controls

- Operational details
 - Control notification
 - Acceptance
- Declaration details
- Declaration
 - General information
 - Customs offices
 - Actors
 - Finances
- Consignment
 - General information
 - Transport
 - Documents
- Item #1
- History
 - Actions history
 - Version history

Figure 156: Exit procedure– Control notification.

B- REGISTER THE EXIT PROCEDURES

12.11 HOW TO REGISTER AN ARRIVAL AT EXIT NOTIFICATION

To submit an arrival at exit notification:

1. Open the **Menu > Declarations > New Declarations > Export > New Arrival at exit Notification**.
2. Fill in the form by providing information about:
 - The export declaration
 - The consignment.

Note: If the declaration has been communicated to the Luxembourgish customs office of exit and you are referenced in the related declaration as an exporter, representative or carrier, you can submit discrepancies.

3. Fill the form. If discrepancies are communicated at least one discrepancy shall be provided.
4. Click on **Submit**: A confirmation pop-up opens, click on **Yes**.

The screenshot displays the LUCCS web interface for registering an arrival at exit notification. The page title is "REGISTER ARRIVAL AT EXIT NOTIFICATION - EXPORT ARRIVAL NOTIFICATION". The form is organized into several sections:

- Declaration:** Includes an "Export operation" section with an information box stating that discrepancies can only be provided if the MRN is known by the customs office of exit and if the EORI number is linked to the declaration. Below this are input fields for "MRN *", "Arrival notification date and time *", and "Arrival notification place". There are also "Storing flag" (Yes/No) and "Discrepancies exist" (Yes/No) buttons.
- Customs offices:** A dropdown menu for "Customs office of exit (actual) *".
- Actors:** An "Information" box explains that actors can be registered by their identification number (using a toggle) or by name and address. Below is a "Carrier" section with a toggle and an "Identification number *" field containing "LU12345678". A "Contact person" button is also present.
- Authorisation:** A button with a plus sign.
- Consignment:** A "Transport" section with a "Location of goods #1" field, which includes a "Type of location *" dropdown and a "Qualifier of identification *" dropdown.

The right sidebar contains a navigation menu with the following items: Declaration, Export operation, Customs offices, Actors, Authorisation, Consignment, and Transport.

Figure 157: Exit procedure– Registration of the arrival at exit notification.

Figure 158: Exit procedure– Registration of the discrepancies of an arrival at exit notification.

When the submission is successful, your arrival at exit notification is submitted to the Luxembourgish Customs office of exit. You are then redirected to the **Arrival at exit notification** page you can consult the recorded information.

When the submission is not successfully completed, you must correct the errors.

Note : You can cancel the submission of the declaration at any time by clicking on **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

12.12 HOW TO REGISTER AN EXIT SUMMARY DECLARATION

To submit an exit summary declaration:

1. Open the **Menu > Declarations > New Declarations > Export > Exit summary declaration** and choose the type of declaration you want to submit.
2. Fill in the form by providing information about:
 - The declaration.
 - The consignment.
 - The items
3. Click on **Submit**: A confirmation pop-up opens, click on **Yes**.

Figure 159: Exit procedure– Registration of the exit summary declaration.

When the submission is successful, your exit summary declaration is sent to the customs office. You are then redirected to the **Exit summary declaration** page where you can consult the recorded information.

When the submission is not successfully completed, you must correct the errors.

Note: You can cancel the submission of the declaration at any time by clicking on **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

12.13 HOW TO REGISTER A RE-EXPORT NOTIFICATION

To submit a re-export notification:

1. Open the **Menu > Declarations > New Declarations > Export > Re-export notification**.
2. Fill in the form by providing information about:
 - The declaration
 - The consignment.
 - The items
3. Click on **Submit**: A confirmation pop-up opens, click on **Yes**.

Figure 160: Exit procedure– Registration of the Re-export notification.

When the submission is successful, your re-export notification is sent to the customs office of exit. You are then redirected to the **re-export notification** page where you can consult the recorded information.

When the submission is not successfully completed, you must correct the errors.

Note: You can cancel the submission of the declaration at any time by clicking on **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

12.14 HOW TO SUBMIT A NON-AES MOVEMENT ARRIVAL AT EXIT

To submit a non-AES movement arrival at exit:

1. Open the **Menu > Declarations > New Declarations > Export > Non-AES movement arrival at exit**.
2. Fill in the form by providing information about:
 - The declaration
 - The consignment.
3. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

Figure 161: Exit procedure– Registration of the Non-AES movement arrival at exit.

When the submission is successful, your non-AES movement arrival at exit is sent to the customs office. You are then redirected to the **non-AES movement arrival at exit** page where you can consult the recorded information. When the submission is not successfully completed, you must correct the errors.

Note: You can cancel the submission of the declaration at any time by clicking on **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

12.15 AMENDEMENT

12.15.1 HOW TO SUBMIT AN AMENDMENT REQUEST

You can request to amend your exit summary declaration or your re-export notification after its acceptance.

To submit an amendment request of the declaration:

1. Open the exit procedure page that you want to amend.
2. Click on the optional task **Register amendment request**.
3. The registration form opens.

REGISTER AMENDMENT REQUEST

REGISTER AMENDMENT REQUEST

Information: Your declaration amendment is pre-filled with the latest declaration data. Please note that some data elements cannot be amended.

LRN: [24CNTP0000000000026818](#)

MRN: 24LU701L0000073MC1 Procedure: Exit procedure - A1 Exit summary declaration Status: **ACCEPTED**

Declarant: [Redacted] Release date: -

Representative: - Acceptance date: 18/03/2024 10:25

Customs office of exit: LU701000 - Bettembourg

Declaration

Export operation

LRN: 24CNTP0000000000026818 Storing flag * Yes No

Customs offices

Customs office of exit (declared) * LU701000 - Bettembourg

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Figure 162: Exit procedure– Registration of an amendment at exit.

4. Fill the amendment information.
5. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successful, your amendment request is submitted to the customs authorities. You are then redirected to the **Exit procedure** page.

When the submission is not successfully completed, you must correct the errors.

Note: Please note that not all the fields could be amended.

12.15.2 HOW TO CONSULT THE AMENDMENT REQUEST AND THE CUSTOMS AUTHORITIES' RESPONSE.

After submitting the amendment request to the customs authorities, you can consult the information of this request. The status of the declaration changes to 'Under amendment'.

The customs authorities can decide to either accept or reject and suggest another amendment.

If the amendment request is accepted, the procedure is amended, and the status of the declaration reverts to the previous status.

If the amendment request is rejected, the procedure is not amended, a new mandatory task is created **Register suggested amendment**, a timer to send the amendment starts, and the status of the declaration reverts to the previous status.

Note: If the timer to send the amendment expires, the status of the declaration becomes rejected.

To consult the customs authorities' response:

1. Open the **Exit procedure** page using the **LRN/MRN**. The amendment request is displayed in the highlights.
2. Click on the **Amendment Request** hyperlink corresponding to your request in the highlights or click on the **Operational Details** button.
3. The **Amendment** card is available and contains information on the customs authorities' response.

Figure 163: Exit procedure – Amendment card.

12.15.3 HOW TO RESPOND TO THE CUSTOM AUTHORITIES' SUGGESTION TO AMEND THE DECLARATION.

The amendment can be suggested by the customs authorities. This case can happen when the first amendment is rejected, and the customs office suggests a second amendment with a deadline.

In this case the task **Register suggested amendment** could be performed to respond to the customs authorities.

Note: when the timer related to the amendment suggested by the customs office expires, the declaration is rejected.

To respond to the amendment suggestion:

1. Open the **Exit procedure** page. The mandatory task **Register suggested amendment** is available or go to the **tasks list**.
2. Click on the hyperlink of the mandatory task **Register suggested amendment**.
3. Fill in the amendment information and edit the fields you want.
4. Click on **Submit** to register the amendment.

When the submission is successful, your request for amendment is submitted to the customs authorities. You are then redirected to the declaration view.

When the submission is not successfully completed, you must correct the errors.

12.16 INVALIDATION

12.16.1 HOW TO SUBMIT AN INVALIDATION REQUEST

You can apply to invalidate your exit procedure summary declaration or your re-export notification: before or after the release of the declared goods.

To submit an invalidation request:

1. Open the **Exit procedure** page that you want to invalidate.
2. Click on the optional task **Register invalidation request**.
3. The registration form opens.

REGISTER INVALIDATION REQUEST

The screenshot shows the 'REGISTER INVALIDATION REQUEST' form in the Luccs system. The form is titled 'REGISTER INVALIDATION REQUEST' and contains the following information:

- LRN:** 24CNTP00000000000026818
- MRN:** 24LU701L0000073MC1
- Procedure:** Exit procedure - A1 Exit summary declaration
- Status:** RELEASED FOR EXIT
- Declarant:** [Redacted]
- Release date:** 18/03/2024 11:14
- Representative:** -
- Acceptance date:** 18/03/2024 10:25
- Customs office of exit:** LU701000 - Bettembourg

Below the declaration details, there are two main input fields:

- Invalidation reason:** A dropdown menu with a '-' sign.
- Justification:** A large text area for providing details.

At the bottom of the form, there are 'SUBMIT' and 'CANCEL' buttons. The footer of the page indicates 'NTP Version 5 Rev 1.0 - Sitemap'.

Figure 164: Exit procedure – Registration of an invalidation request.

4. Fill the invalidation information.

-
5. Click on Submit. A confirmation modal open. Click on **Yes**.

When the submission is successful, your invalidation request is submitted to the customs authorities. You are then redirected to the exit procedure declaration page.

When the submission is not successfully completed, you must correct the errors.

Note: Several invalidation requests may be submitted for a given exit procedure if the previous requests have been rejected. Each invalidation request is then available in the **Operational Details**.

12.16.2 HOW TO CONSULT AN INVALIDATION REQUEST AND THE CUSTOMS AUTHORITIES' RESPONSE.

After submitting the invalidation request to the customs authorities, you can consult the information of this request.

When an invalidation request is submitted, the customs authorities may decide either to accept or reject the invalidation.

If the invalidation request is accepted, the **Exit procedure** is invalidated, and the status becomes 'Invalidated'.

If the invalidation request is rejected, the **Exit procedure** is not invalidated, and the status of the declaration remains unchanged.

To consult the invalidation request's details of the exit procedure:

1. Open the **Exit procedure** page. The invalidation request is displayed in the highlights.
2. Click on the **Invalidation (accepted)/ Invalidation (rejected)** hyperlink in the highlights or click on the **Operational Details** button.
3. The **Invalidation** card is available and contains the information related to the invalidation request and the customs authorities' response.

Figure 165: Exit procedure – Invalidation card.

Note: Several invalidation requests may be submitted for a given exit procedure if the previous requests have been rejected. Each invalidation request is then available in the **Operational Details**.

12.16.3 HOW TO CONSULT AN INVALIDATION OF THE DECLARATION REGISTERED BY THE CUSTOMS AUTHORITIES.

If the **Exit procedure** is invalidated by the customs authorities, the status of the declaration becomes 'Invalidated'.

To consult the details of **the invalidation by the customs authorities**:

1. Open the **Exit procedure** page. The invalidation by customs authorities is displayed in the highlights.
2. Click on the **Invalidation by Customs** hyperlink in the highlights or click on the **Operational Details** button.
3. The **Invalidation by Customs** card is available and contains the information related to the invalidation of the declaration by the Customs authorities.

Figure 166: Exit procedure – Invalidation requested by customs card.

12.17 DECISION ON RELEASE OF GOODS

12.17.1 HOW TO CONSULT THE RELEASE DECISION OF THE GOODS

After declaration's acceptance, the customs authorities take a decision on the release of the goods and notify the declarant/representative. Then, the declaration changes to status:

- 'Released'
- 'Not released'

To consult the release/not release decision:

1. Open the **Exit procedure** page.
2. Click on the hyperlink **Released for exit/Goods not allowed for exit** in the highlights or click on the **Operational Details** button.
3. The **Released for exit / Goods not allowed to exit** card is available and contains the information received from the customs authorities.

The screenshot shows the LUCCS web application interface for an 'EXIT SUMMARY DECLARATION - A1 EXIT SUMMARY DECLARATION'. The top navigation bar includes 'TASKS', 'DECLARATIONS', 'DOCUMENTS', and 'CERTIFICATES'. A search bar is present with the text 'Search by LRN/MRN' and a language dropdown set to 'EN'. The main content area is divided into several sections:

- Declaration Details:** Shows LRN: 24CNTP0000000000026850, MRN: 24LU715L00000730C0, Procedure: Exit procedure - A1 Exit summary declaration, Status: RELEASED FOR EXIT, Declarant: [redacted], Release date: 18/03/2024 16:07, Representative: -, Acceptance date: 18/03/2024 16:06, and Customs office of exit: LU715000 - Luxembourg-Aéroport.
- Operational Actions:** REGISTER EXIT NOTIFICATION, REGISTER INVALIDATION REQUEST, DUPLICATE DECLARATION, PRINT PREVIEW.
- Highlights:** Released for exit (Notification on 18/03/2024 16:07) and Acceptance (Notification on 18/03/2024 16:06).
- Due dates:** Timer to Receive Exit Notification (15/08/2024 17:06).
- Operational details:** A tabbed interface with 'Operational details', 'Declaration details', and 'History' tabs.
- Items overview:** A table with columns for ITEM NUMBER, COMMODITY CODE, DESCRIPTION OF GOODS, and GOODS STATUS. One item is listed: Item #1, 6401 92 00, Footwear - Covering the ankle but no covering the knee, with a status of RELEASED.
- Released for exit:** A section showing the Release date: 18/03/2024.

A right-hand sidebar contains a navigation menu with categories like Operational details, Declaration details, Declaration, Consignment, and History.

Figure 167: Exit procedure – Release decision for exit card.

The screenshot shows the LUCCS web interface for an exit summary declaration. At the top, there are navigation menus for 'TASKS', 'DECLARATIONS', 'DOCUMENTS', and 'CERTIFICATES'. A search bar is present with the text 'Search by LRN/MRN'. The main heading is 'EXIT SUMMARY DECLARATION - A1 EXIT SUMMARY DECLARATION'. Below this, a declaration card shows the following details: LRN: 24CNTP00000000026851, MRN: 24LU715L0000073RC9, Procedure: Exit procedure - A1 Exit summary declaration, Status: NOT RELEASED, Declarant: [redacted], Release date: -, Representative: -, Acceptance date: 18/03/2024 16:12, and Customs office of exit: LU715000 - Luxembourg-Aeroport. Below the declaration card are buttons for 'DUPLICATE DECLARATION' and 'PRINT PREVIEW'. There are two main sections: 'Highlights' and 'Due dates'. The 'Highlights' section lists 'Goods not allowed to exit' (Notification on 18/03/2024 16:14), 'Customs control' (Notification on 18/03/2024 16:13), and 'Acceptance' (Notification on 18/03/2024 16:12). The 'Due dates' section shows 'No element'. Below these is a tabbed interface with 'Operational details' selected. Under 'Operational details', there is an 'Items overview' table with columns for 'ITEM NUMBER', 'COMMODITY CODE', 'DESCRIPTION OF GOODS', and 'GOODS STATUS'. The table contains one row: Item #1, 6401 92 00, Footwear - Covering the ankle but no covering the knee, and status NOT ALLOWED TO EXIT. Below the table is a section titled 'Goods not allowed to Exit' with a 'Reason' of 'Not satisfactory control result'. On the right side, there is a vertical navigation menu with categories like 'Operational details', 'Declaration details', and 'History'.

Figure 168: Exit procedure - No release decision for exit

Note: In Exit summary declaration and Arrival at exit notification declaration view, you can also find the status of your goods items in the 'Item Overview' card in the **Operational Details**.

12.17.2 HOW TO CONSULT THE INTENTION NOT TO RELEASE THE GOODS AT EXIT.

After declaration's control, the customs authorities may indicate their intention not to release the goods.

To consult **the intention not to release the goods**:

1. Open the **Exit procedure** page.
2. Click the **Intention not to release** hyperlink in the highlights or click on the **Operational Details** button.
3. The **Intention not to release** card is available and contains information received from customs authorities.

The screenshot displays the LUCCS interface for an 'EXIT SUMMARY DECLARATION - A1 EXIT SUMMARY DECLARATION'. The main card shows the MRN (24LU715L0000073SC8), Procedure (Exit procedure - A1 Exit summary declaration), and Status (UNDER CONTROL). It also lists the Declarant, Release date, Representative, Acceptance date (18/03/2024 16:28), and Customs office of exit (LU715000 - Luxembourg-Aéroport). Below this are buttons for 'REGISTER RIGHT TO BE HEARD', 'DUPLICATE DECLARATION', and 'PRINT PREVIEW'.

Two summary cards are visible: 'Highlights' and 'Due dates'. The 'Highlights' card lists 'Intention not to release', 'Customs control', and 'Acceptance' with their respective notification times. The 'Due dates' card shows 'Timer to Receive Exit Notification' (15/08/2024 17:28) and 'Timer for right to be heard' (17/04/2024 17:31).

The 'Operational details' section is active, showing an 'Items overview' table with one item: 'Item #1' (6401 92 00 Footwear - Covering the ankle but no covering the knee) with a status of 'INTENTION NOT TO RELEASE'. Below this is a section for 'Intention not to release' with an expiration date of 17/04/2024 17:31 and a reason for intention not to release. A table lists items intended not to be released, including 'Item #1' with the reason 'Intention not to release the goods'.

Figure 169: Exit procedure – Intention not to release card.

Note: In Exit summary declaration and Arrival at exit notification declaration view, you can also find the status of your goods items in the 'Item Overview' card in the **Operational Details**.

12.17.3 HOW TO REGISTER A RIGHT TO BE HEARD REQUEST

When the Customs authorities indicate their intention not to release the goods, the user must perform the mandatory task **Register Right to be Heard**, to confirm or deny their intention to exercise their right to be heard.

To execute the task **Register Right to be Heard**:

1. Open the **Exit procedure** page. The mandatory task **Register Right to be Heard** is available or go to the task list.
2. Click on the hyperlink **Register Right to be Heard**.
3. The **Confirmation - Right to be Heard** pop-up opens.

Confirmation - Right to be heard

Do you want to submit a request to exercise your right to be heard?

Yes

No

If you answer "NO", you renounce your right to be heard. [Please consult "Reason for intention not to release"](#) in the Operational details of the declaration.

SUBMIT

CANCEL

Figure 170: Exit procedure - Right to be heard pop-up

If you answer 'NO', you renounce your right to be heard, it is a final decision.

If you answer 'Yes' and click on **submit**, the registration form opens.

The screenshot shows the Luccs web application interface. At the top, there is a navigation bar with 'TASKS', 'DECLARATIONS', 'DOCUMENTS', and 'CERTIFICATES' menus. A search bar and language selector (EN) are on the right. The main heading is 'REGISTER THE RIGHT TO BE HEARD REQUEST'. Below this, a form displays details for a request with LRN 24CNTP000000000000026852. The MRN is 24LU715L0000073SC8. The procedure is 'Exit procedure - A1 Exit summary declaration' and the status is 'UNDER CONTROL'. The declarant is 'LUCAS LUKAS', and the representative is '-'. The customs office of exit is 'LU715000 - Luxembourg-Aéroport'. The expiration date is 17/04/2024, and the reason for intention not to release is 'Intention not to release the goods'. The form is divided into sections: 'Consignment' with a justification field and a supporting documents button; and 'Goods item #1' with a table of goods and another justification field with a supporting documents button. At the bottom right, there are 'SUBMIT' and 'CANCEL' buttons.

Item number	Description of goods	Reason for intention not to release
1	Footwear - Covering the ankle but no covering the knee	Intention not to release the goods

Figure 171: Exit procedure - Right to be heard form.

4. Fill the information about your right to be heard and then submit the form. You can add supporting documents if it is necessary.
5. Click on Submit. A confirmation modal open. Click on **Yes**.

12.17.4 HOW TO CONSULT THE RIGHT TO BE HEARD REQUEST

After the submission of your right to be heard form, you can consult the card with the information you have sent.

To consult the right to be heard card:

1. Open **Exit procedure** page.
2. Click on the hyperlink **Right to be heard request** in the highlights or click on the **Operational Details** button.
3. The **Right to be heard** card is available and contains the information of the from you have sent to the customs authorities. You can also find the status of your goods items in the **Item overview** card in the **Operational Details**.

Figure 172: Exit procedure – Right to be heard card.

12.18 MANIFEST

12.18.1 HOW TO SUBMIT A MANIFEST

The manifest is used to inform the customs authorities that part or all the goods are leaving the storage and ready to exit the union customs territory. A manifest is followed by an **Exit notification** confirming the exit of goods.

To execute the task, **Register manifest presentation**:

1. Open the **Exit procedure** page. The mandatory task **Register manifest presentation** is available or go to the tasks list.
2. Click on the hyperlink **Register manifest presentation**. The **Manifest presentation form** opens.
3. Fill the form.
4. Click on “Submit”. A confirmation pop-up opens, click on Yes and submit.

REGISTER MANIFEST PRESENTATION

LRN: 24CNTP000000000027058

MRN: 24LU715L000007XJC7 Procedure: Exit procedure - A1 Exit summary declaration Status: **HELD FOR STORING**

Declarant: [redacted] Release date: 26/03/2024 11:47

Representative: - Acceptance date: 26/03/2024 11:47

Customs office of exit: LU715000 - Luxembourg-Aeroport

Declaration

Export operation

Presentation of the goods date and time * Manifest reference number *

Actors

Exit Carrier

Identification number *

Contact person +

Authorisations + ⓘ

Consignment

General information

Gross mass *

Manifest item #1 ⓘ

Transport document reference *

Description of goods

Commodity code Gross mass *

Type of package * Number of package Shipping marks

Required under conditions

Figure 173: Exit procedure – Register manifest presentation.

When the submission is successful, your manifest presentation is submitted to the customs office of exit. You are then redirected to **Exit procedure** page.

When the submission is not successful, you must correct the errors.

If the manifest is compliant, and all the goods have left the storage facility (i.e.: the **Final shipment** has been set to **'Yes'** for all the goods), then the movement status changes to "Released for exit".

If the manifest is compliant, and not all the goods have left the storage facility, then the movement status changes to 'Partially released for exit'.

In both cases, the mandatory task **Register exit notification** will be available and must be submitted to indicate that the goods have left the union custom territory.

12.18.2 HOW TO CONSULT A MANIFEST

After the submission of the manifest, you will be able to consult the information sent to the customs. To consult the manifest:

1. Open **Exit procedure** page.
2. Click on the hyperlink '**Manifest presentation #1**' in the highlights or click on the **Manifest Details** button.
3. The '**Manifest presentation #1**' card is available and contains the information you have sent to the customs authorities.

You can consult the sections:

- General information
- Actors
- Authorisation
- Manifest item

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TASKS DECLARATIONS DOCUMENTS CERTIFICATES

Search by LRN/MRN EN EE

EXIT SUMMARY DECLARATION - A1 EXIT SUMMARY DECLARATION

LRN: 24CUN1P00000000000026860

MRN: 24LU715L0000075XC1 Procedure: Exit procedure - A1 Exit summary declaration Status: **RELEASED FOR EXIT**

Declarant: [Redacted] Release date: 19/03/2024 08:58

Representative: - Acceptance date: 19/03/2024 08:57

Customs office of exit: LU715000 - Luxembourg-Aéroport

REGISTER EXIT NOTIFICATION REGISTER INVALIDATION REQUEST DUPLICATE DECLARATION PRINT PREVIEW

Highlights

Manifest presentation #1	Notification on 19/03/2024 09:42
Released for exit	Notification on 19/03/2024 08:58
Acceptance	Notification on 19/03/2024 08:57

Due dates

Timer to Receive Exit Notification	16/08/2024 09:57
------------------------------------	------------------

Operational details Declaration details **Manifest details** History

Manifest presentation #1

General information Actor Authorisation Manifest item

Presentation of the goods date and time	Manifest reference number	Gross mass (KG)	Sender identification number
20/03/2024 09:29	ereqdsfqsdfqdef	22	LUXAIR, Société Luxembourgeoise de Navigation Aérienne SA - LU11068245

Exit Date: -

Operational details
Released for exit
Acceptance

Declaration details
Declaration
General information
Customs offices
Actors
Finances

Consignment
General information
Transport
Documents

Item #1

Manifest details
Manifest presentation #1

History
Actions history
Version history

Figure 174: Exit procedure – Manifest presentation.

12.19 EXIT NOTIFICATION

12.19.1 HOW TO REGISTER THE EXIT NOTIFICATION

The **Exit notification** let you inform the customs authorities that the goods have exited the union customs territory. The **Exit notification** can be registered either by the trader at exit or the customs officer.

The **Exit notification** task will be available in the **Exit procedure** page:

- After the submission of one manifest
- After the release decision from customs (when the goods are not being stored).

To execute the task, **Register exit notification**:

1. Open the **Exit procedure** page. The mandatory task **Register exit notification** is available or go to the tasks list.
2. Click on the hyperlink **Register exit notification**. The **Register exit notification form** opens.
3. Fill the form and submit. A confirmation pop-up will open, click **Yes**.

Note: The discrepancy information can be communicated in the Exit notification (when the storing flag is 'No').

The screenshot shows the LUCCS interface for registering an exit notification. At the top, there's a navigation bar with 'TASKS', 'DECLARATIONS', 'DOCUMENTS', and 'CERTIFICATES'. A search bar contains '24LU715L000001NA8' and a language dropdown is set to 'EN'. The main heading is 'REGISTER EXIT NOTIFICATION' with a 'SAVE AS DRAFT' button. Below this is a summary box for LRN: 24CNTP000000000027139. The summary includes: MRN: 24LU715L000008CGC2; Procedure: Exit procedure - A1 Exit summary declaration; Status: PARTIALLY RELEASED FOR EXIT; Declarant: [redacted]; Release date: 28/03/2024 23:32; Representative: -; Acceptance date: 28/03/2024 23:32; Customs office of exit: LU715000 - Luxembourg-Aeroport. Below the summary is the 'Declaration' section, which is currently collapsed. It contains three sub-sections: 'Export operation' with fields for MRN (24LU715L000008CGC2), Additional declaration type (A - for a standard customs decl...), Exit date (29/03/2024), and Manifest number (-); 'Customs offices' with a dropdown for 'Customs office of Exit (Actual)' set to LU715000 - Luxembourg-Aeroport; and 'Actors' with a 'Carrier' sub-section containing an 'Identification number' field and a 'Person confirming Exit' sub-section with a 'Role' field.

Figure 175: Exit procedure – Exit notification

12.19.2 HOW TO CONSULT AN EXIT NOTIFICATION.

After the submission of the exit notification, you will be able to consult the information sent to the customs. To consult the **Exit notification card**:

1. Open **Exit procedure** page via its **LRN/MRN**.
2. Click on the hyperlink '**Exit notification #1**' in the highlights or click on the **Operational details** button.

The screenshot displays the Luccs web application interface for an Exit Summary Declaration. The header includes the Luccs logo, navigation tabs (TASKS, DECLARATIONS, DOCUMENTS, CERTIFICATES), a search bar, and language selection (EN). The main content area is titled 'EXIT SUMMARY DECLARATION - A1 EXIT SUMMARY DECLARATION'. It features a summary card with the following details:

- LRN: 24CNTP00000000027058
- MRN: 24LU715L000007XJC7
- Procedure: Exit procedure - A1 Exit summary declaration
- Status: EXITED
- Declarant: [Redacted]
- Release date: 26/03/2024 11:47
- Representative: -
- Acceptance date: 26/03/2024 11:47
- Customs office of exit: LU715000 - Luxembourg-Aéroport

Below the summary card are buttons for 'DUPLICATE DECLARATION' and 'PRINT PREVIEW'. The 'Highlights' section lists key events with their notification times:

Event	Notification on
Exit notification #1	26/03/2024 13:01
Manifest presentation #1	26/03/2024 13:01
Released for exit	26/03/2024 11:47
Acceptance	26/03/2024 11:47

The 'Due dates' section indicates 'No element'. The 'Operational details' tab is active, showing an 'Items overview' table:

ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
Item #1	6401 92 00	Footwear - Covering the ankle but no covering the knee	EXITED

The 'Exit notification #1' section provides further details:

- Exit date: 26/03/2024
- Manifest number: 123456789
- Sender identification number: [Redacted]
- Person confirming exit:
 - Identification number: LU11868245
 - Role: 1 - Carrier
- Carrier: [Redacted]

Figure 176: Exit procedure – Exit notification card.

3. The '**Exit notification #1**' card is available and contains the general information about the Exit notification and the discrepancies declared on consignment (if declared).
4. If discrepancies declared. Click on the **Discrepancies on consignment button**, the discrepancies details are displayed.

EXIT SUMMARY DECLARATION - A1 EXIT SUMMARY DECLARATION

Operational details Declaration details History

Items overview

ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	GOODS STATUS
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Item #1	6401 92 00	Footwear - Covering the ankle but no covering the knee	EXITED

Exit notification #1

General information Discrepancies on consignment

Transport

	DECLARED	CONTAINER IDENTIFICATION NUMBER	MISSING
Transport equipment #1	NON DECLARED	Declared: - Found: 2525555	No
Transport equipment #2	NON DECLARED	Declared: - Found: 4448877887	No

- Operational details
 - Exit notification
 - Released for exit
 - Acceptance
- Declaration details
 - Declaration
 - General information
 - Customs offices
 - Actors
 - Finances
 - Consignment
 - General information
 - Transport
 - Documents
 - Item #1
 - History
 - Actions history
 - Version history

Figure 177: Exit procedure– Discrepancies for an Exit notification.

13 TRANSIT PROCEDURES AT THE OFFICE OF DEPARTURE

A-CONSULT THE INFORMATION RELATED TO A TRANSIT DECLARATION

13.1 HOW TO CONSULT A TRANSIT DECLARATION

To consult the information related to a transit declaration:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**

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TASKS DECLARATIONS DOCUMENTS CERTIFICATES DEBTS MANAGEMENT

Search by LRN/MRN EN

TRANSIT MOVEMENT AT DEPARTURE

LRN: 23JNTP000000000006313

MRN:	23LU715L000001LU0	Procedure:	Transit - simplified procedure	Status:	ACCEPTED
Holder:	[REDACTED]	Submission date:	20/04/2023 15:06	Declaration types:	T2 - A
Representative:	-	Acceptance date:	20/04/2023 15:06	Custom office of departure:	LU715000 - Luxembourg-Aeroport
Custom office of enquiry at departure:	-	Custom office of recovery at departure:	-		

REGISTER INVALIDATION REQUEST REGISTER AMENDMENT REQUEST DUPLICATE DECLARATION PRINT PREVIEW

Highlights: No element

Due dates: No element

Operational details Declaration details History

- Operational details
 - Acceptance
- Declaration details
 - Declaration
 - Transit operation
 - Authorisations
 - Customs offices
 - Actors
 - Guarantees
- Consignment
 - General information
 - Actors
 - Transport
 - Documents
- House consignment #1
- History
 - Actions history
 - Version history

Figure 178 : Transit declaration at departure - Header

2. Click on the **Declaration details** button.
3. The transit declaration data are displayed:
 - o Declaration: Transit operation, authorisations, customs offices, actors et guarantees
 - o Consignment: General information, actors, transport, documents
 - o House consignment: General information, actors, transport, documents
 - o Good item: General information, actors, goods, documents

TRANSIT MOVEMENT AT DEPARTURE

Declaration

Transit operation | Authorisations | Customs offices | Actors | Guarantees

LRN 23JNTP0000000000006313	Declaration type T2 - Goods having the customs status of Union goods, which are placed under the common transit procedure	Additional declaration type A - for a standard customs declaration (under Article 162 of the Code)	TIR carnet number -
Security 0 - Not used for safety and security purposes	Reduced dataset indicator 0 - No	Specific circumstance indicator -	Communication language at departure -
Binding itinerary 0 - No	Limit date 21/04/2023		

Consignment

General information | Actors | Transport | Documents

Country of dispatch -	Country of destination IT - Italy	Container indicator 1 - Yes	Gross mass (KG) 1,097,00
Reference number UCR -			

Figure 179 : Transit declaration at departure – Declaration details

The house consignment overview provides a holistic view of all declared house consignments, and the goods item overview provides a holistic view of all declared articles for a given house consignment. Hyperlinks are available to ease the navigation.

Note: the data displayed correspond to the latest declaration data recorded (cf. corrections, amendment, presentation notification is considered).

13.2 HOW TO CONSULT THE HISTORY OF ACTIONS IN THE TRANSIT DECLARATION

The declaration action history contains events related to the transit declaration, such as events related to tasks performed, change of movement status, deadlines and messages exchanged with the customs office of departure.

To consult the history of the actions of the transit declaration:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**
2. Click on the **History > Actions history** button.
3. The action history of the transit declaration is available.

DATE	ACTION TYPE	DESCRIPTION	USER/SYSTEM
20/04/2023 15:06	Status set	Accepted	Customs
20/04/2023 15:06	Status set	Under customs validation	Customs
20/04/2023 15:06	Status set	Submitted	Customs
20/04/2023 15:06	Message sent	IE028 - MRN allocated - To LU14900721 via NTP	Customs
20/04/2023 15:06	Message sent	IE928 - Positive acknowledge - To LU14900721 via NTP	Customs
20/04/2023 15:06	Movement created	Movement has been created	Customs
20/04/2023 15:06	Message received	IE015 - Declaration data	Customs
20/04/2023 15:06	Task performed	Task - Register declaration	NTP

Figure 180: Transit declaration at departure – Actions history

13.3 HOW TO CONSULT THE VERSION HISTORY OF THE TRANSIT DECLARATION

The version history of the transit declaration contains the events related to corrections (before acceptance) and amendments (after acceptance) of the transit declaration.

To consult the version history of the transit declaration:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the **History > Version History** button.
3. The history of the versions of the transit declaration is available and contains the dates of corrections and/or amendments made with their status.

DATE	ACTION TYPE	DESCRIPTION
24/04/2023 08:45	Amendment	
24/04/2023 08:43	Correction	Correction
24/04/2023 08:42	Correction	Correction
24/04/2023 08:40	Original version of the declaration	Original version of the declaration

Figure 181 : Transit declaration at departure - Version history

13.4 HOW TO CONSULT A PREVIOUS VERSION OF THE TRANSIT DECLARATION

A previous version contains the reported data from the previous version of the report.

A new version is created when a correction (before acceptance) or an amendment (after acceptance) has been made.

To view a previous version of the transit declaration:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the **History > Version History** button.
3. Click on the **hyperlink** of the version you wish to consult.
4. The previous version of the report is available and contains the reported data from the previous version of the report.

The screenshot shows the Luccs web application interface. At the top, there is a navigation bar with tabs for TASKS, DECLARATIONS, DOCUMENTS, CERTIFICATES, and DEBTS MANAGEMENT. A search bar is present with the text 'Search by LRN/MRN'. The main content area is titled 'TRANSIT MOVEMENT AT DEPARTURE'. It displays the LRN: 23JNTP0000000000006403 and MRN: 23LU715L000001M0J2. The procedure is 'Transit - simplified procedure' and the version is 'PREVIOUS VERSION'. Below this, there is a 'PRINT PREVIEW' button and a 'Declaration details' button. The 'Declaration details' section is expanded, showing a table of declaration information.

Declaration				
Transit operation	Authorisations	Customs offices	Actors	Guarantees
LRN 23JNTP0000000000006403	Declaration type T2 - Goods having the customs status of Union goods, which are placed under the common transit procedure	Additional declaration type D - For lodging a standard customs declaration (such as referred to under code A) in accordance with Article 171 of the Code	TIR carnet number -	
Security 0 - Not used for safety and security purposes	Reduced dataset indicator 0 - No	Specific circumstance indicator -	Communication language at departure -	
Binding itinerary 0 - No	Limit date 25/04/2023			

Figure 182 : Transit declaration at departure – Previous version

13.5 HOW TO CONSULT THE ACKNOWLEDGEMENT RECEIPT OF THE TRANSIT DECLARATION

After submitting the transit declaration, the Customs office of departure confirms its receipt (CC928C). The status of the movement then changes to 'Pending presentation' for pre-lodged transit declarations or 'Submitted' for non-pre-lodged transit declarations.

To consult the acknowledgment receipt:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**
2. Click on **History**.
3. The action history is available and contains the acknowledgement received from the Customs office of departure.

13.6 HOW TO CONSULT THE ACCEPTANCE OF THE TRANSIT DECLARATION

The transit declaration is accepted when the MNR allocation notification is received from the customs office of departure. Therefore, the transit movement status becomes 'Accepted' and the MRN is allocated and displayed in the header of the **Transit Movement at Departure** or **Transit and exit movement at departure** page.

In case of pre-lodged transit procedures, acceptance is carried out upon submission of the presentation notification (simplified procedures) or upon physical presentation of the goods (normal procedures).

In case of non-pre-lodged transit procedures, acceptance is carried out when the transit declaration is submitted.

To consult the acceptance of the transit declaration:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the **Operational details** button.
3. The **Acceptance** card is available and contains the acceptance date of the transit declaration.

Figure 183 : Transit declaration acceptance

13.7 HOW TO CONSULT THE REJECTION OF THE TRANSIT DECLARATION

The transit declaration is rejected when the rejection notification from the office of departure is sent by the Customs office of departure. The status of the transit movement becomes 'Rejected'.

To consult the rejection of the transit declaration:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the hyperlink **Rejection** in the highlights section or on the **Operational Details** button.
3. The **Rejection** card is available and contains the information about the rejection of the declaration: the date and the reason for the rejection.

TRANSIT MOVEMENT AT DEPARTURE

LRN: 23JNTP0000000000005953			
MRN: -	Procedure: Transit - normal procedure	Status: REJECTED	
Holder: [REDACTED]	Submission date: 18/04/2023 16:42	Declaration types: T2 - A	
Representative: -	Acceptance date: -	Custom office of departure: LU715000 - Luxembourg-Aeroport	
Custom office of enquiry at departure: -	Custom office of recovery at departure: -		

DUPLICATE DECLARATION

PRINT PREVIEW

Highlights

Rejection

Notification on 18/04/2023 16:42

Due dates

No element

Operational details

Declaration details

History

Rejection from customs office of departure

Rejection date and time	Rejection reason
18/04/2023 16:42	Broken seals: Bkabka

- Operational details
 - Rejection from customs office of departure
- Declaration details
- Declaration
 - Transit operation
 - Authorisations
 - Customs offices
 - Actors
 - Guarantees
- Consignment
 - General information
 - Actors
 - Transport
 - Documents
- House consignment #1
- History
 - Actions history
 - Version history

Figure 184 : Transit declaration rejection

13.8 HOW TO GENERATE TAD

When the status of the movement is "Release for transit", you can generate the TAD.

To generate the TAD:

6. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
7. Click on the **Generate TAD** button.
8. The TAD is generated in PDF format and contains the information related to the declaration.

The screenshot displays the Luccs web application interface. At the top, there is a navigation bar with the Luccs logo and the tagline "YOUR DIGITAL DOOR". The navigation menu includes "TASKS", "DECLARATIONS", "DOCUMENTS", "CERTIFICATES", and "DEBTS MANAGEMENT". A search bar is present with the text "Search by LRN/MRN". The main content area is titled "TRANSIT MOVEMENT AT DEPARTURE". It shows a declaration with the following details:

- LRN: 23JINTP0000000000006075
- MRN: 23LU715L000001KOJ5
- Procedure: Transit - simplified procedure
- Status: RELEASED FOR TRANSIT
- Holder: [Redacted]
- Submission date: 19/04/2023 12:36
- Declaration types: T2 - A
- Representative: -
- Acceptance date: 19/04/2023 12:36
- Custom office of departure: LU715000 - Luxembourg-Aeroport
- Custom office of enquiry at departure: -
- Custom office of recovery at departure: -

At the bottom of the declaration details, there are three buttons: "DUPLICATE DECLARATION", "PRINT PREVIEW", and "GENERATE TAD". A sidebar on the right contains a navigation menu with the following items:

- Operational details
 - Release for transit
 - Acceptance
- Declaration details
- Declaration
 - Transit operation
 - Authorisations
 - Customs offices
 - Actors
 - Guarantees
- Consignment
 - General information
 - Actors
 - Transport

Figure 185 : Transit declaration - Generate TAD

B- REGISTER THE TRANSIT DECLARATION AND THE OPERATIONAL INFORMATION

13.9 HOW TO SUBMIT A TRANSIT DECLARATION

To submit a transit declaration to the Luxembourg customs office of departure:

1. Open the **Menu > Declarations > New declarations > Transit > Transit declaration**.
2. A new **LRN** is assigned by the system for your declaration and the **security** field is "0 - Not used for safety and security purposes".

The screenshot shows the 'REGISTER TRANSIT DECLARATION' form in the Luccs system. The form is titled 'Declaration' and has a 'SAVE AS DRAFT' button. It is divided into two main sections: 'Transit operation' and 'Customs offices'. The 'Transit operation' section contains several fields: LRN (23JNTP000000000006405), Security (0 - Not used for safety and security purposes), Declaration type (dropdown), Additional declaration type (dropdown), TIR carnet number (text input), Reduced dataset indicator (Yes/No buttons), Specific circumstance indicator (dropdown), and Binding itinerary (Yes/No buttons). The 'Customs offices' section contains: Reference number of customs office of departure (text input with a clear button), Country of customs office of destination (dropdown), and Reference number of customs office of destination (text input with a clear button). There is also a 'Customs office of transit' field with a plus icon and a help icon. A sidebar on the right shows a navigation menu with options like Declaration, Transit operation, Customs offices, Actors, Authorisations, Guarantees, Consignment, General information, Transport, Documents, and House consignments list.

Figure 186 : Transit declaration registration

3. Fill in the form providing the information about:
 - the transit declaration
 - the consignment
 - the house consignment
 - the goods.
4. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successfully completed, your transit declaration is submitted to the customs office of departure provided. You are then redirected to the **Transit Declaration** page where you can consult the information related to your transit movement.

When the submission is not successfully completed, you must correct the errors.

Note: You can cancel the submission of the transit declaration at any time by clicking **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

13.10 HOW TO SUBMIT A TRANSIT AND EXIT DECLARATION

To submit a transit and exit declaration to the Luxembourg customs office of departure:

1. Open the **Menu > Declarations > New declarations > Transit > Transit and exit declaration**.
2. A new **LRN** is assigned by the system for your declaration and the **security** field is "2 – EXS".

The screenshot displays the LUCCS web interface for registering a transit and exit declaration. The main heading is "REGISTER TRANSIT AND EXIT DECLARATION". The form is organized into two primary sections: "Transit operation" and "Customs offices".

Transit operation section:

- LRN:** 23KNTFP000000000006406
- Security:** 2 - EXS
- Declaration type:** -
- Additional declaration type:** -
- TIR carnet number:** (empty field)
- Reduced dataset indicator:** Yes/No (radio buttons)
- Specific circumstance indicator:** -
- Binding itinerary:** Yes/No (radio buttons)
- Limit date:** (calendar icon)

Customs offices section:

- Reference number of customs office of departure:** (empty field)
- Country of customs office of destination:** -
- Reference number of customs office of destination:** (empty field)
- Customs office of transit:** (+ icon)
- Customs office of exit for transit:** (+ icon)

A sidebar on the right contains a navigation menu with the following items: Declaration, Transit operation, Customs offices, Actors, Authorisations, Guarantees, Consignment, General information, Transport, Documents, House consignments list, and House consignment #1.

Figure 187: Registration of the transit and exit declaration

3. Fill in the form providing the information about:
 - the transit declaration
 - the consignment
 - the house consignment
 - the goods.
4. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successfully completed, your transit declaration is submitted to the customs office of departure provided. You are then redirected to the **Transit and exit declaration** page where you can consult the information related to your transit movement.

When the submission is not successfully completed, you must correct the errors.

Note: You can cancel the submission of the transit declaration at any time by clicking **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

13.11 HOW TO SUBMIT THE PRESENTATION NOTIFICATION FOR A PRE-LOGGED DECLARATION

When the transit declaration is pre-logged and submitted before the expected presentation of the goods at the Customs office of departure, the notification of presentation must be sent within 30 days.

The presentation notification can only be sent via the portal for transit declarations under the **simplified procedure**. For transit declarations under the normal procedure, the acceptance of the presentation will take place when the goods are physically presented at the Customs office of departure.

Note: if the goods are not presented within 30 days of the submission of the transit declaration, it will be considered as not presented and will be rejected.

To submit the presentation notification:

1. Open the **Menu > Tasks > Tasks list** page.
2. Find the Register presentation notification task associated with the transit declaration and click on the hyperlink. The task is also available from the declaration view.
3. The registration form opens. Some fields cannot be modified in relation to the declaration data and are therefore greyed out.

The screenshot displays the Luccs portal interface for registering a presentation notification. The top navigation bar includes 'TASKS', 'DECLARATIONS', 'DOCUMENTS', 'CERTIFICATES', and 'DEBTS MANAGEMENT'. The main header shows 'REGISTER PRESENTATION NOTIFICATION' and a search bar. A sidebar on the right lists navigation options: 'Presentation notification', 'Transit operation', 'Customs office', 'Actors', 'Consignment', 'General information', 'Transport', 'House consignments list', and 'House consignment #1'.

An information box states: 'Information: Your presentation notification is pre-filled with the data from your pre-logged declaration.' Below this, a table displays declaration details:

LRN: 23JNTP0000000000005925	Procedure: Transit - simplified procedure	Status: PENDING PRESENTATION
MRN: -	Submission date: 18/04/2023 15:44	Declaration types: T2 - D
Holder: [Redacted]	Acceptance date: -	Custom office of departure: LU715000 - Luxembourg-Aeroport
Representative: -	Custom office of enquiry at departure: -	Custom office of recovery at departure: -

Below the table, the 'Declaration' section is visible, showing 'Transit operation' with LRN 23JNTP0000000000005925 and a 'Limit date' of 19/04/2023. The 'Customs office' section shows the 'Reference number of customs office of departure' as LU715000 - Luxembourg-Aeroport.

Figure 188: Registration of the presentation notification for a transit declaration

4. Fill in the presentation information.
5. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successful, your presentation notification (CC170C) is submitted to the Customs office of departure and the declaration's data are updated. Then, you are redirected to your last active page.

When the submission is not successful, you must correct the errors.

Note: in case the declared authorisations are no longer valid at the time of submission of the presentation notification, you must correct the authorisations before resubmitting your presentation notification.

13.12 CORRECTION

13.12.1 HOW TO SUBMIT A CORRECTION FOR A PRE-LODGED DECLARATION

You can correct your pre-lodged declaration before it is accepted by the Customs office of departure, when the status of the movement is "pending presentation".

To correct pre-lodged declaration:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the optional task **Register a correction request**.
3. The registration form opens.

REGISTER CORRECTION REQUEST

Information: Your declaration correction is pre-filled with the latest declaration data. Please note that some data elements cannot be corrected.

LRN: 23JNTP0000000000005925

MRN:	-	Procedure:	Transit - simplified procedure	Status:	PENDING PRESENTATION
Holder:	[REDACTED]	Submission date:	18/04/2023 15:44	Declaration types:	T2 - D
Representative:	-	Acceptance date:	-	Custom office of departure:	LU715000 - Luxembourg-Aeroport
Custom office of enquiry at departure:	-	Custom office of recovery at departure:	-		

Declaration

Transit operation

LRN	23JNTP0000000000005925	Security	0 - Not used for safety and security purposes	Declaration type *	T2 - Goods having the customs st...	Additional declaration type *	D - For lodging a standard custo...
TIR carnet number	[REDACTED]	Reduced dataset indicator *	Yes No	Specific circumstance indicator	-	Binding itinerary *	Yes No
Limit date	19/04/2023						

Figure 189 : Register correction request

4. Make the corrections related to your correction request.
5. Click **Submit**. A confirmation modal will open, click **Yes**.

When the submission is successful, your correction notification (CC013C) is submitted to the Customs office of departure and your declaration will be automatically corrected. You are then redirected to your last active page.

When the submission is not successful, you must correct the errors.

13.12.2 HOW TO CONSULT THE CORRECTION OF A PRE-LODGED TRANSIT

DECLARATION

When a correction (CC013C) is successfully submitted before acceptance for the pre-lodged transit declaration, the declaration data is corrected in the **Declaration details** (see How to consult the declaration data). Upon receipt of the correction, the Customs office of departure notifies the acceptance of the correction (CC004C).

To consult the acceptance of the correction of the pre-lodged transit declaration:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the **Operational Details** button.
3. The correction card is available and contains the information exchanged with the customs office of departure: the date of the correction.

The screenshot displays the Luccs web application interface. At the top, there is a navigation bar with the Luccs logo and the tagline 'YOUR DIGITAL DOOR'. The main menu includes 'TASKS', 'DECLARATIONS', 'DOCUMENTS', 'CERTIFICATES', and 'DEBTS MANAGEMENT'. A search bar is present with the text 'Search by LRN/MRN'. The user interface is in English (EN) and the user is logged in as 'TH'.

The main content area is titled 'TRANSIT MOVEMENT AT DEPARTURE'. It shows a declaration with LRN: 23JNTP0000000000005925. The status is 'PENDING PRESENTATION'. The procedure is 'Transit - simplified procedure'. The submission date is 18/04/2023 15:44. The declaration types are T2 - D. The custom office of departure is LU715000 - Luxembourg-Aeroport.

Below the declaration details, there are buttons for 'REGISTER PRESENTATION NOTIFICATION', 'REGISTER CORRECTION REQUEST', 'REGISTER CANCELLATION REQUEST', 'DUPLICATE DECLARATION', and 'PRINT PREVIEW'.

The 'Highlights' section shows a 'Correction' notification on 18/04/2023 15:49. The 'Due dates' section shows 'Awaiting presentation notification' on 18/05/2023 15:44.

The 'Operational details' section is active, showing a 'Correction' card with the text 'Correction date and time 18/04/2023 15:49'.

The right sidebar contains a navigation menu with the following items: 'Operational details', 'Correction', 'Declaration details', 'Declaration', 'Transit operation', 'Authorisations', 'Customs offices', 'Actors', 'Guarantees', 'Consignment', 'General information', 'Actors', 'Transport', 'Documents', 'House consignment #1', 'History', 'Actions history', and 'Version history'.

Figure 190 : Correction of the transit declaration

Note: Multiple corrections can be submitted prior to acceptance of the advance transit declaration. Each correction is then available in the **Operational Details**.

13.13 AMENDMENT

13.13.1 HOW TO SUBMIT A REQUEST FOR AN AMENDMENT OF THE DECLARATION

You can amend your declaration after it has been accepted by the customs office of departure.

To amend the declaration:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the optional task **Register a correction request**.
3. The registration form opens.

The screenshot shows the 'REGISTER AMENDMENT REQUEST' page in the Luccs system. At the top, there is a navigation bar with 'TASKS', 'DECLARATIONS', 'DOCUMENTS', 'CERTIFICATES', and 'DEBTS MANAGEMENT'. A search bar is present with the text 'Search by LRN/MRN'. The main content area is titled 'REGISTER AMENDMENT REQUEST' and includes a 'SAVE AS DRAFT' button. An information box states: 'Information: Your declaration amendment is pre-filled with the latest declaration data. Please note that some data elements cannot be amended.' Below this, a table displays declaration details: LRN: 23RNT000000000006724, MRN: 23LU700L0000026XR9, Procedure: Import - H7 Low value consignment, Status: ACCEPTED, Declarant: [redacted], Submission date: 26/04/2023 10:26, Declaration types: IM - A, Representative: -, Acceptance date: 26/04/2023 10:26, and Customs office of processing: LU700000 - Direction des Douanes et Accises. The 'Amendment reason' section has a 'Justification' text area. The 'Declaration' section includes 'Import operation' with fields for LRN (23RNT000000000006724), Declaration date (26/04/2023), Declaration type (IM - Import of non-Union goods ...), and Additional declaration type (A - for a standard customs declar...).

Figure 191 : Register amendment request

4. Make the corrections related to your amendment request.
5. Click **Submit**. A confirmation modal will open, click **Yes**.

When the submission is successful, your amendment notification (CC013C) is submitted to the Customs office of departure for validation. You are then redirected to your last active page.

When the submission is not successful, you must correct the errors.

13.13.2 HOW TO CONSULT THE AMENDMENT REQUEST AND THE RESPONSE FROM THE CUSTOMS

After submitting the request for amendment of the declaration to the customs authorities, you can consult the information related to this request. The status of the declaration will change to "Under amendment".

The customs authorities can decide whether to accept or reject the application.

If the amendment request is accepted, the transit declaration is amended, and the status of the declaration returns to the previous status.

The screenshot displays the LUCCS web interface for a transit declaration. The main header includes the LUCCS logo and navigation tabs for TASKS, DECLARATIONS, DOCUMENTS, CERTIFICATES, and DEBTS MANAGEMENT. A search bar and language selector (EN) are also present. The main content area is titled "TRANSIT MOVEMENT AT DEPARTURE" and shows details for LRN: 23JNTP000000000006411. The declaration is in "ACCEPTED" status. Key details include MRN: 23LU715L000001M4J9, Procedure: Transit - simplified procedure, Status: ACCEPTED, Holder: [redacted], Submission date: 24/04/2023 09:41, Declaration types: T2 - A, Representative: -, Acceptance date: 24/04/2023 09:42, Custom office of departure: LU715000 - Luxembourg-Aeroport, and Custom office of enquiry at departure: -. Below the details are buttons for REGISTER INVALIDATION REQUEST, REGISTER AMENDMENT REQUEST, DUPLICATE DECLARATION, and PRINT PREVIEW. A "Highlights" section shows "Amendment accepted" and "Amendment request" with their respective notification times. A "Due dates" section indicates "No element". The "Operational details" tab is active, showing a timeline of the amendment process: "Response from customs" (Decision: Declaration amended, Date: 24/04/2023 09:42) and "Amendment request" (Submission date and time: 24/04/2023 09:41). A right-hand sidebar contains a navigation menu with categories like Operational details, Declaration details, Declaration, Consignment, and History.

Figure 192 : Amendment request accepted – Transit declaration amended

If the amendment request is rejected, the transit declaration is not amended, and the status of the declaration remains "Under amendment".

TRANSIT MOVEMENT AT DEPARTURE

LRN: 23JNTP000000000006413

MRN: 23LU715L000001M6J7	Procedure: Transit - simplified procedure	Status: UNDER AMENDMENT
Holder: [REDACTED]	Submission date: 24/04/2023 09:45	Declaration types: T2 - A
Representative: -	Acceptance date: 24/04/2023 09:45	Custom office of departure: LU715000 - Luxembourg-Aeroport
Custom office of enquiry at departure: -	Custom office of recovery at departure: -	

REGISTER REQUESTED AMENDMENT DUPLICATE DECLARATION PRINT PREVIEW

Highlights

- Request for amendment rejected Notification on 24/04/2023 09:48
- Amendment request Notification on 24/04/2023 09:46

Due dates

- Deadline for amendment 24/04/2023 21:48

Operational details Declaration details History

Amendment

- Response from customs**

Decision	Decision date and time	Data to be amended
Request for amendment rejected	24/04/2023 09:48	Data to be amended
- Amendment request**

Submission date and time
24/04/2023 09:46

- Operational details
 - Amendment
 - Acceptance
 - Declaration details
 - Declaration
 - Transit operation
 - Authorisations
 - Customs offices
 - Actors
 - Guarantees
 - Consignment
 - General information
 - Actors
 - Transport
 - Documents
 - House consignment #1
 - History
 - Actions history
 - Version history

Figure 193 : Amendment request rejected – Transit declaration not amended

To consult the response of the customs authorities:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**. The rectification request is displayed in the highlights.
2. Click on the **Amendment Request** hyperlink corresponding to your request in the Highlights or click on the **Operational Details** button.
3. The **Amendment** card is available and contains the information about the response of the customs authorities.

13.13.3 HOW TO CONSULT THE GUARANTEE AMENDMENT REQUEST

When the guarantees entered in the transit declaration are not validated, a guarantee amendment request (CC055C) is received from the customs office of departure.

To consult the request for guarantee amendment:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the **Operational Details** button.
3. The amendment card is available and contains the information related to this request: the date of the request and the list of guarantees to be amended with the reason.

REGISTER GUARANTEE AMENDMENT **REGISTER INVALIDATION REQUEST** **DUPLICATE DECLARATION** **PRINT PREVIEW**

Highlights
Guarantee amendment requested by customs Notification on 24/04/2023 09:53

Due dates
Guarantee awaiting amendment 24/04/2023 10:53

Operational details Declaration details History

▼ Guarantee amendment requested by customs

▼ Amendment request

Request date and time
24/04/2023 09:53

▼ Invalid guarantees

GRN	INVALID CODE REASON	REMARKS
21LU0000000000V23	G03 - Access code not valid	-

Consignment
General information
Actors
Transport
Documents
> House consignment #1
▼ History
Actions history
Version history

Figure 194 : Request for guarantee amendment

Note: When this request is received, the guarantee amendment must be submitted within 1 hour to the Customs office of departure (see How to submit a guarantee amendment).

13.13.4 HOW TO SUBMIT GUARANTEE AMENDMENT

To amend a guarantee:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN** or go to the task list (Menu > Tasks > Task List)
2. Click on the mandatory task **Register guarantee amendment**.
3. The registration form opens.

REGISTER AMENDMENT REQUEST

SAVE AS DRAFT

Information: Your declaration amendment is pre-filled with the latest declaration data. Please note that some data elements cannot be amended.

LRN: 23JNTP000000000006416

MRN: 23LU715L000001M8J5	Procedure: Transit - simplified procedure	Status: UNDER AMENDMENT
Holder: [REDACTED]	Submission date: 24/04/2023 09:52	Declaration types: T2 - A
Representative: -	Acceptance date: 24/04/2023 09:52	Custom office of departure: LU715000 - Luxembourg-Aeroport
Custom office of enquiry at departure: -	Custom office of recovery at departure: -	
Request date and time: 24/04/2023 09:53	Amendment deadline date: 24/04/2023 10:53	

- Declaration
 - Transit operation
 - Customs offices
 - Actors
 - Authorisations
 - Guarantees
 - Consignment
 - General information
 - Actors
 - Transport
 - Documents
 - House consignments list
 - House consignment #1

Declaration

Transit operation

LRN: 23JNTP000000000006416	Security: 0 - Not used for safety and security purposes	Declaration type: T2 - Goods having the customs st...	Additional declaration type: A - for a standard customs declar...
TIR carnet number: [REDACTED]	Reduced dataset indicator: Yes No	Specific circumstance indicator: -	Binding itinerary: Yes No
Limit date: 25/04/2023	Amendment type flag: 0 - Amendment of other data 1 - Guarantee amendment		

Figure 195 : Register guarantee amendment

4. Make corrections to your guarantee amendment.
5. Click **Submit**. A confirmation modal will open, click **Yes**.

When the submission is successful, the guarantee amendment (CC013C) is submitted to the Customs office of departure. You are then redirected to your last active page.

Note: If the guarantee amendment is not carried out within the time limit set after receipt of the rectification request, the transit declaration will be rejected.

13.13.5 HOW TO CONSULT THE REQUEST FOR AMENDMENT OF THE DECLARATION (EXPORT FOLLOWED BY TRANSIT)

When the export MRNs entered in the transit declaration under the export procedure followed by transit are not validated, a request for rectification of the declaration is received from the Customs office of departure.

To consult the request for amendment:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the **Operational Details** button.
3. The Amendment card is available and contains the date of the request.

Note: When this request is received, the amendment of the declaration with the corrected export MRNs must be submitted within the time limit to the Customs office of departure (see How to submit a guarantee amendment).

13.14 CANCELLATION

13.14.1 HOW TO SUBMIT A CANCELLATION FOR A PRE-LODGED DECLARATION

You can cancel your pre-lodged declaration before it is accepted by the Customs office of departure, when the status of the movement is "pending presentation".

To cancel the pre-lodged declaration:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page.
2. Click on the optional task **Register a cancellation request**.
3. The registration form opens.

The screenshot shows the 'REGISTER CANCELLATION REQUEST' form in the LUCCS system. The form is titled 'REGISTER CANCELLATION REQUEST' and contains the following information:

- LRN: 23JNTP00000000054258
- MRN: -
- Procedure: Transit - simplified procedure
- Status: PENDING PRESENTATION
- Holder: [Redacted]
- Submission date: 19/04/2023 17:17
- Declaration types: T2 - D
- Representative: [Redacted]
- Acceptance date: -
- Custom office of departure: LU715000 - Luxembourg-Aeroport
- Custom office of enquiry at departure: -
- Custom office of recovery at departure: -

At the bottom of the form, there is a 'Remarks' field and two buttons: 'SUBMIT' and 'CANCEL'.

Figure 196 : Register cancellation

4. Fill out the cancellation information.
5. Click **Submit**. A confirmation modal will open, click **Yes**.

When the submission is successful, your cancellation notification (CC014C) is submitted to the Customs office of departure and your declaration will be automatically cancelled. You are then redirected to your last active page.

13.14.2 HOW TO CONSULT THE CANCELLATION OF THE PRE-LODGED DECLARATION

After submitting the notification of cancellation of the pre-lodged transit declaration to the customs office of departure (see How to submit a cancellation of the pre-lodged transit declaration), you can consult the information on this cancellation.

To consult the details of the cancellation:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**. The cancellation is displayed in the Highlights.
2. Click on the **Cancellation** hyperlink in the highlights or click on the **Operational Details** button.
3. The **Cancellation** card is available and contains the cancellation information.

The screenshot shows the LUCCS web application interface. At the top, there is a navigation bar with the LUCCS logo and the tagline 'YOUR DIGITAL DOOR'. The main content area is titled 'TRANSIT MOVEMENT AT DEPARTURE'. Below this, there is a table of declaration details. The status is 'CANCELLED'. A 'Highlights' section shows a cancellation notification on 24/04/2023. An 'Operational details' tab is active, showing a 'Cancellation' card with request date and time, and justification/remarks. A sidebar on the right contains a navigation menu with categories like Operational details, Declaration details, Declaration, Consignment, and History.

Figure 197 : Cancellation for transit declaration

13.15 INVALIDATION

13.15.1 HOW TO SUBMIT AN INVALIDATION REQUEST OF THE DECLARATION

You can submit a request to invalidate your declaration after it has been accepted by the customs office of departure.

To invalidate the declaration:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the optional task **Register Invalidation Request**.
3. The registration form opens.

REGISTER INVALIDATION REQUEST

LRN: [23JNTP0000000000006420](#)

MRN: 23LU715L000001MCJ0	Procedure: Transit - simplified procedure	Status: ACCEPTED
Holder: [REDACTED]	Submission date: 24/04/2023 10:08	Declaration types: T2 - A
Representative: -	Acceptance date: 24/04/2023 10:08	Custom office of departure: LU715000 - Luxembourg-Aeroport
Custom office of enquiry at departure: -	Custom office of recovery at departure: -	

Invalidation reason *
-

Remarks *

509

Figure 198 : Register invalidation request

4. Fill in the information regarding the invalidation request.
5. Click **Submit**. A confirmation modal will open, click **Yes**.

When the submission is successful, your Invalidation Request Notification is submitted to the Customs Office of Departure for validation. You are then redirected to your last active page.

When the submission is not successful, you must correct the errors.

13.15.2 HOW TO CONSULT THE INVALIDATION OF THE TRANSIT DECLARATION

After submitting the request for invalidation of the transit declaration to the customs office of departure (see How to submit a request for invalidation of the transit declaration), you can consult the information related to this request.

To consult the details of invalidation of the transit declaration:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**. The invalidation is displayed in the Highlights.
2. Click on the **Invalidation** hyperlink in the Highlights or click on the **Operational Details** button.
3. The **Invalidation** card is available and contains information about the invalidation request.

Figure 199 : Invalidation request for transit declaration

Note: Multiple invalidation requests can be submitted for a given transit declaration if previous requests have been rejected. Each invalidation request is then available in the **Highlights** and **Operational Details**.

13.15.3 HOW TO CONSULT THE RESPONSE OF THE CUSTOMS OFFICE OF DEPARTURE TO THE INVALIDATION REQUEST

When a request for invalidation of the transit declaration is submitted after acceptance and before release, the Customs office of departure decides whether to accept or reject the request and notifies its decision (CC009C).

If the invalidation request is accepted, the transit declaration is invalidated, and the status of the movement becomes "Invalidated".

If the invalidation request is rejected, the transit declaration is not invalidated, and the status of the movement is unchanged.

To consult the response of the customs office of departure:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the **Invalidation** hyperlink corresponding to your request in the Highlights or click on the **Operational Details** button.
3. The **Invalidation** card is available and contains the response information from the customs office of departure.

DUPLICATE DECLARATION
PRINT PREVIEW

Highlights

Invalidation request (accepted) Notification on 24/04/2023 10:47

Due dates

No element

Operational details | Declaration details | History

Invalidation

- Response from customs**

Decision date and time	Decision
24/04/2023 10:50	Yes
Justification	
Declared customs procedure is no longer justified	
- Invalidation request**

Request date and time	Justification
24/04/2023 10:47	Goods placed under another customs procedure - Remarks about invalidation request

General information

Actors

Transport

Documents

> House consignment #1

History

Actions history

Version history

Figure 200 : Response from the customs office for invalidation request

13.16 CONTROL

13.16.1 HOW TO CONSULT THE NOTIFICATION OF CONTROL OF THE CUSTOMS OFFICE AT DEPARTURE

The Customs office of departure can notify the economic operator that a documentary and/or physical check of the transit movement will be performed.

To consult the control notification:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the **Control** hyperlink in the Highlights or click on the **Operational Details** button.
3. The **Control** card is available and contains information about the control notification: the type of notification, the date of notification, the list of control types and the list of requested documents.

Figure 201 : Control of the transit declaration

13.17 RELEASE FOR TRANSIT

13.17.1 HOW TO CONSULT THE RELEASE FOR TRANSIT NOTIFICATION

After acceptance of the declaration and finalization of the guarantee formalities, the Customs office of departure release goods for transit and notifies the holder of the procedure (CC029C) and the status of the movement changes to "Released for transit". The transit movement can then begin its journey to its destination.

To consult the release for transit notification:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the **Release for transit** hyperlink in the Highlights or click on the **Operational Details** button.
3. The **transit release for transit** card is available and contains information about the information received from the customs office of departure: the date of release, whether the seals have been updated by the customs authorities, the control results, and the list of seals.

Note: In case the seals have been updated by the customs authorities, these new values are updated in **Declaration Details > Consignment > Transport Equipment**

DUPLICATE DECLARATION
PRINT PREVIEW
GENERATE TAD

Highlights

Release for transit	Notification on 24/04/2023 11:15
Control	Notification on 24/04/2023 10:59

Due dates

No element

General information

Actors

Transport

Documents

> House consignment #1

History

Actions history

Version history

Operational details
Declaration details
History

Release for transit

Release date
24/04/2023

Control results

Control result code A1 - Satisfactory	Date 25/04/2023	Controlled by Luxembourg-Aeroport
--	--------------------	--------------------------------------

Figure 202 : Release fort transit

13.17.2 HOW TO CONSULT NOT RELEASE FOR TRANSIT NOTIFICATION

When the release cannot be achieved, the Customs office of departure notifies the holder of the procedure of the non-placement under the transit procedure, and the status of the movement becomes "Not released".

To consult the notification of No release:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the **No release for transit** hyperlink in Highlights or click on the **Operational Details** button.
3. The **No release for transit** card is available and contains information related to the information received from the Customs office of departure: the code of the reason for the no release and a description.

TRANSIT MOVEMENT AT DEPARTURE

LRN: 23JINTP0000000000006440

MRN: 23LU715L000001MIJ5	Procedure: Transit - simplified procedure	Status: NOT RELEASED
Holder: [REDACTED]	Submission date: 24/04/2023 11:19	Declaration types: T2 - A
Representative: -	Acceptance date: 24/04/2023 11:19	Custom office of departure: LU715000 - Luxembourg-Aeroport
Custom office of enquiry at departure: -	Custom office of recovery at departure: -	

DUPLICATE DECLARATION PRINT PREVIEW

<p>Highlights</p> <ul style="list-style-type: none"> No release for transit Control 	<p>Due dates</p> <p>No element</p>
--	---

Operational details Declaration details History

No release for transit

No release motivation code	No release motivation description
B1 - Unsuccessful Control Results	Reason for not releasing

- Operational details
 - No release for transit
 - Control
 - Acceptance
- Declaration details
 - Declaration
 - Transit operation
 - Authorisations
 - Customs offices
 - Actors
 - Guarantees
 - Consignment
 - General information
 - Actors
 - Transport
 - Documents
 - House consignment #1
 - History
 - Actions history
 - Version history

Figure 203 : No release for transit

13.18 WRITTEN OFF

13.18.1 HOW TO CONSULT THE WRITTEN OFF NOTIFICATION

When the transit procedure is successfully completed at the customs office of destination, the customs office of departure notifies the holder of the procedure and proceeds to release the guarantees and close the transit movement.

The status of the transaction then becomes "Written off" and the Written off notification is available in the **Highlights**.

TRANSIT MOVEMENT AT DEPARTURE

LRN: 23JNTP000000000006098

MRN: 23LU715L000001KWJ7	Procedure: Transit - simplified procedure	Status: WRITTEN OFF
Holder: [REDACTED]	Submission date: 19/04/2023 13:29	Declaration types: T2 - A
Representative: -	Acceptance date: 19/04/2023 13:29	Custom office of departure: LU715000 - Luxembourg-Aeroport
Custom office of enquiry at departure: -	Custom office of recovery at departure: -	

DUPLICATE DECLARATION PRINT PREVIEW GENERATE TAD

<p>Highlights</p> <p>Write-off: Notification on 24/04/2023 10:33</p> <p>Control: Notification on 19/04/2023 13:39</p> <p>Release for transit: Notification on 19/04/2023 13:31</p>	<p>Due dates</p> <p>No element</p>
---	---

- Operational details
 - Control
 - Release for transit
 - Acceptance
- Declaration details
 - Declaration
 - Transit operation
 - Authorisations
 - Customs offices
 - Actors
 - Guarantees
 - Consignment
 - General information
 - Actors
 - Transport
 - Documents
 - House consignment #1
 - History
 - Actions history
 - Version history

Figure 204 : Transit declaration - Written off

13.19NON-ARRIVED

13.19.1 HOW TO CONSULT THE REQUEST ABOUT NON-ARRIVED MOVEMENT

Under enquiry procedure, the Customs office of enquiry in the country of departure can query the holder of the procedure to obtain information on the non-arrival transit movement at destination (CC140C).

To consult the request on a non-arrival movement:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the **Enquiry** in Highlights hyperlink or click on the **Operational Details** button.
3. The **Information about non-arrived movement** card is available and contains the information related to the information received from the enquiring customs office: the date of the request, the deadline for the response and the reference of the customs office of enquiry.

TRANSIT MOVEMENT AT DEPARTURE

LRN: 23JNTP000000000006435

MRN: 23LU715L000001MGJ7	Procedure: Transit - simplified procedure	Status: UNDER ENQUIRY PROCEDURE
Holder: [REDACTED]	Submission date: 24/04/2023 10:58	Declaration types: T2 - A
Representative: -	Acceptance date: 24/04/2023 10:58	Custom office of departure: LU715000 - Luxembourg-Aeroport
Custom office of enquiry at departure: LU715000 - Luxembourg-Aeroport	Custom office of recovery at departure: -	

REGISTER INFORMATION ABOUT NON-ARRIVED MOVEMENT | DUPLICATE DECLARATION | PRINT PREVIEW | GENERATE TAD

Highlights		Due dates	
Enquiry	Notification on 24/04/2023 11:30	Wait for response IE 141	22/05/2023 11:30
Release for transit	Notification on 24/04/2023 11:15		
Control	Notification on 24/04/2023 10:59		

Operational details | Declaration details | History

Information about non-arrived movement

Request from customs

Request on non-arrived movement date	Limit for response date	Customs office of enquiry at departure reference number
24/04/2023	22/05/2023	LU715000 - Luxembourg-Aeroport

- Operational details
 - Information about non-arrived movement
 - Release for transit
 - Control
 - Acceptance
- Declaration details
 - Declaration
 - Transit operation
 - Authorisations
 - Customs offices
 - Actors
 - Guarantees
 - Consignment
 - General information
 - Actors
 - Transport
 - Documents
 - House consignment #1
 - History
 - Actions history
 - Version history

Figure 205 : Request about non-arrived movement

Note: When this request is received, the status of the movement changes to "Under enquiry procedure" and the response must be submitted to the Customs office of enquiry within the time limit (see How to submit information on a non-arrived movement).

13.19.2 HOW TO SUBMIT INFORMATION ABOUT NON-ARRIVED MOVEMENT

You can submit information about non-arrived movement when the status of the movement is "Under enquiry procedure".

To submit information about non-arrived movement:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN** or go to the task list (Menu > Tasks > Task List).
2. Click on the mandatory task **Register information about non-arrived movement**.
3. The registration form opens.

REGISTER INFORMATION ABOUT NON-ARRIVED MOVEMENT

LRN: 23JNTP000000000006435

MRN:	23LU715L000001MGJ7	Procedure:	Transit - simplified procedure	Status:	UNDER ENQUIRY PROCEDURE
Holder:		Submission date:	24/04/2023 10:58	Declaration types:	T2 - A
Representative:	-	Acceptance date:	24/04/2023 10:58	Custom office of departure:	LU715000 - Luxembourg-Aeroport
Custom office of enquiry at departure:	LU715000 - Luxembourg-Aeroport	Custom office of recovery at departure:	-		

Enquiry

TC11 Delivery date

Remarks

Customs office

Actual customs office of destination

Actor

Actual consignee

SUBMIT CANCEL

Figure 206 : register information about non-arrived movement

4. Fill in the information about the non-arrived movement.
5. Click **Submit**. A confirmation modal will open, click **Yes**.

When the submission is successful, your Non-Arrival Information Notification is submitted to the Customs office of departure. You are then redirected to your last active page.

When the submission is not successful, you must correct the errors.

13.19.3 HOW TO CONSULT THE RESPONSE FOR THE CUSTOMS ABOUT NON-ARRIVED MOVEMENT

You can view the non-arrived movement information sent to the Customs office of enquiry in the country of departure (see How to submit non-arrived movement information).

To consult information about a non-arrival movement:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the **Enquiry** in Highlights hyperlink or click on the **Operational Details** button.
3. The **Non-Arrival Information** card is available, and the **Response** section contains the information sent to the Customs office of enquiry: the date of issue of the TC11, the actual Customs office of destination, the consignee, and a description.

The screenshot displays a web application interface with three tabs: 'Operational details' (selected), 'Declaration details', and 'History'. The main content area is titled 'Information about non-arrived movement' and contains two sections:

- Response**
 - TC11 delivery date: 03/05/2023
 - Description Remarks
 - Actual customs office of destination
- Request from customs**
 - Request on non-arrived movement date: 24/04/2023
 - Limit for response date: 22/05/2023
 - Customs office of enquiry at departure reference number: LU715000 - Luxembourg-Aeroport ⓘ

On the right side, there is a sidebar with a 'History' section containing 'Actions history' and 'Version history'.

Figure 207 : Response for the customs about non-arrived movement

13.20 RECOVERY

13.20.1 HOW TO CONSULT THE RECOVERY NOTIFICATION

When the recovery procedure is started, the Customs office of recovery in the country of departure notifies the holder of the procedure and the status of the movement changes to "Under recovery procedure".

To consult the recovery notification:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the **Recovery** Notification hyperlink in the Highlights or click on the **Operational Details** button.
3. The **Recovery Notification** card is available and contains the information received from the collecting customs office: the amount claimed, a description and the date of the recovery notification.

TRANSIT MOVEMENT AT DEPARTURE

LRN: 23JNTP000000000006443

MRN: 23LU715L000001MKJ3	Procedure: Transit - simplified procedure	Status: UNDER RECOVERY PROCEDURE
Holder: [REDACTED]	Submission date: 24/04/2023 11:37	Declaration types: T2 - A
Representative: -	Acceptance date: 24/04/2023 11:37	Custom office of departure: LU715000 - Luxembourg-Aeroport
Custom office of enquiry at departure: -	Custom office of recovery at departure: LU715000 - Luxembourg-Aeroport	

DUPLICATE DECLARATION PRINT PREVIEW GENERATE TAD

Highlights	Due dates
<ul style="list-style-type: none"> Recovery notification: Notification on 24/04/2023 11:38 Release for transit: Notification on 24/04/2023 11:38 Control: Notification on 24/04/2023 11:38 	No element

Operational details Declaration details History

Recovery notification

Amount claimed (currency)	Description	Recovery notification date
1000 EUR - Euro	Recovery	24/04/2023

- Operational details
 - Recovery notification
 - Release for transit
 - Control
 - Acceptance
- Declaration details
 - Declaration
 - Transit operation
 - Authorisations
 - Customs offices
 - Actors
 - Guarantees
 - Consignment
 - General information
 - Actors
 - Transport
 - Documents
 - House consignment #1
 - History
 - Actions history
 - Version history

Figure 208 : Recovery notification

13.21 INCIDENT

13.21.1 HOW TO CONSULT THE INCIDENT NOTIFICATION

When an incident is reported for the transit movement, the incident notification is received from the customs office of departure.

To consult the incident notification:

1. Open the **Transit movement at departure** or **Transit and exit movement at departure** page corresponding to the transit declaration via its **LRN/MRN**.
2. Click on the **Incident** hyperlink corresponding to the incident notification in Highlights or click on the **Operational Details** button.
3. The **Incident Notification** card is available and contains information about the request: the customs office of registration of the incident, the date of notification and the list of incidents.

Highlights		Due dates
Incident notification	Notification on 24/04/2023 11:47	No element
Release for transit	Notification on 24/04/2023 11:46	
Control	Notification on 24/04/2023 11:41	

Operational details	Declaration details	History				
<p>Incident notification</p> <p>Customs office of incident registration: LU715000 - Luxembourg-Aéroport ⓘ</p> <p>Incident notification date and time: 24/04/2023 11:47</p> <p>INCIDENT #1</p> <table border="1"> <thead> <tr> <th>Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>1 - The carrier is obliged to deviate from the itinerary prescribed in accordance with Article 298 of UCC/IA Regulation due to circumstances beyond his control.</td> <td>Details</td> </tr> </tbody> </table> <ul style="list-style-type: none"> ▶ ENDORSEMENT ▼ LOCATION U - UN/LOCODE <ul style="list-style-type: none"> Country: LU - Luxembourg UN/LOCODE: LUSTN ⓘ ▶ TRANSPORT EQUIPMENT ▶ TRANSHIPMENT 			Code	Description	1 - The carrier is obliged to deviate from the itinerary prescribed in accordance with Article 298 of UCC/IA Regulation due to circumstances beyond his control.	Details
Code	Description					
1 - The carrier is obliged to deviate from the itinerary prescribed in accordance with Article 298 of UCC/IA Regulation due to circumstances beyond his control.	Details					

- Acceptance
- ▼ Declaration details
- ▼ Declaration
 - Transit operation
 - Authorisations
 - Customs offices
 - Actors
 - Guarantees
- ▼ Consignment
 - General information
 - Actors
 - Transport
 - Documents
 - > House consignment #1
- ▼ History
 - Actions history
 - Version history

Figure 209 : Incident notification

Note: Multiple incident notifications can be received on a given transit report. Each incident notification is then available in the **Highlights** and in the **Operational Details**.

14 TRANSIT PROCEDURES AT THE OFFICE OF DESTINATION

A-CONSULT DATA FOR A TRANSIT ARRIVAL NOTIFICATION

14.1 HOW TO CONSULT THE TRANSIT ARRIVAL NOTIFICATION

To consult the transit arrival notification data:

4. Open the **Transit Movement at Destination** page corresponding to the transit arrival notification via its **LRN/MRN**.

The screenshot displays the 'TRANSIT MOVEMENT AT DESTINATION' page in the Luccs system. At the top, the MRN is 24IT343666451465J8. The procedure is 'Transit - simplified procedure' and the status is 'Accepté'. The arrival date is 15/09/2022 07:54, and the custom office of destination is LU715000 - Luxembourg-Aeroport. There are buttons for 'DUPLICATE ARRIVAL NOTIFICATION' and 'PRINT PREVIEW'. Below this, there are sections for 'HIGHLIGHTS' and 'DUE DATES', both indicating 'No element'. A navigation bar shows 'Operational details', 'Arrival details' (selected), and 'History'. A sidebar on the right lists various details like 'Transit operation', 'Authorisations', 'Customs office', 'Actors', 'Location of goods', 'Incidents', and 'History'.

Figure 210: Declaration of transit at destination - header

5. Click on the **Arrival Details** button.
6. The Transit arrival notification data is displayed.

TRANSIT MOVEMENT AT DESTINATION

Duplicate Arrival Notification | Print Preview

HIGHLIGHTS: No element

DUE DATES: No element

Operational details | **Arrival details** | History

ARRIVAL NOTIFICATION

Transit operation | Authorisations | Customs office | Actors | Location of goods | Incidents

MRN	Arrival notification date and time	Simplified procedure	Incident
24IT343666451465J8	15/09/2022 07:54	1 - Yes	0 - No

Figure 211: Transit movement at destination - details of the Arrival notification

14.2 HOW TO CONSULT THE TRANSIT ARRIVAL NOTIFICATION ACTION HISTORY

The action history of the arrival notification contains the events related to this notification, such as events related to tasks performed, change of movement status, deadlines and messages exchanged with the Customs office of destination.

To consult the transit notification action history:

4. Open the **Transit movement at destination** corresponding to the transit declaration via the **LRN/MRN**.
5. Click on the **History** button.
6. The action history of the transit arrival notification is available.

TRANSIT MOVEMENT AT DESTINATION

Duplicate Arrival Notification | Print Preview

HIGHLIGHTS: No element

DUE DATES: No element

Operational details | Arrival details | **History**

DATE	ACTION TYPE	DESCRIPTION	USER / SYSTEM
16/09/2022 10:22	Status set	Unloading	Customs
16/09/2022 10:22	Message sent	IE043 - Unloading permission - To LU14900721 via NTP	Customs
16/09/2022 10:21	Status set	Accepted	Customs
16/09/2022 10:21	Status set	Submitted	Customs

Figure 212: Transit movement at destination – history

Note: When you are both the holder of the transit procedure and the trader at destination, you have access to both **Transit movement to departure** and **Transit movement at destination**. Via the **LRN/MRN**, you will be redirected to the latest updated view and can easily switch from one view to the other using the button at **Departure** Destination the top of the page.

14.3 HOW TO CONSULT THE ACCEPTANCE OF THE TRANSIT ARRIVAL NOTIFICATION

The transit arrival notification is accepted when the appropriate checks at the Customs office of destination have been completed. The status of the transit movement then changes to 'Accepted' and is displayed in the header of the **Transit Movement at Destination** page.

14.4 HOW TO CONSULT THE REJECTION OF THE TRANSIT ARRIVAL NOTIFICATION

The transit arrival notification is rejected when the Office at Destination's Rejection Notification (CC057C) is sent by the Customs office of destination. The status of the transit movement becomes 'Rejected'.

To consult the rejection of the transit arrival notification:

4. Open the **Transit Movement at destination** page for the arrival notification.
5. Click on the **Rejection** hyperlink in highlights or the **Operational Details** button.
6. The **Rejection from customs office of destination** card is available and contains the information related to the rejection of the declaration: the date and the reason for the rejection.

The screenshot displays the LUCCS web interface for a transit movement at departure. The main content area is titled "TRANSIT MOVEMENT AT DEPARTURE" and includes a "Custom office of enquiry at departure" field. Below this are buttons for "DUPLICATE DECLARATION" and "PRINT PREVIEW".

The "HIGHLIGHTS" section shows a "Rejection" status with a notification on 15/09/2022 at 14:24. The "DUE DATES" section indicates "No element".

The "Operational details" tab is active, showing a "REJECTION FROM CUSTOMS OFFICE OF DEPARTURE" card. This card contains the following information:

Rejection date and time	Rejection reason
15/09/2022 14:24	Validation of Export MRN(s) was not possible

The right-hand sidebar contains a navigation menu with categories such as "Operational details", "Declaration details", "Declaration", "Consignment", and "House consignment #1".

Figure 213: Rejection of the arrival notification

B- REGISTER THE TRANSIT ARRIVAL NOTIFICATION AND OPERATIONAL INFORMATION

14.5 HOW TO SUBMIT A TRANSIT ARRIVAL NOTIFICATION

To submit a transit arrival notification to the Luxemburgish customs office of destination:

5. Open the **Menu > Declarations > New Declarations > Transit > New Arrival Notification**.
6. Fill in the form by providing information about:
 - transit operation
 - customs office
 - actor
 - location of goods
 - possible incidents.

The screenshot shows the Luccs web application interface for registering a transit arrival notification. The page title is 'REGISTER ARRIVAL NOTIFICATION'. The main content area is titled 'DECLARATION' and contains three sections: 'TRANSIT OPERATION', 'CUSTOMS OFFICE', and 'ACTOR'. The 'TRANSIT OPERATION' section has four fields: 'MRN *', 'Arrival notification date and time *' (with a calendar icon), 'Simplified procedure *' (with 'Yes' and 'No' radio buttons), and 'Incident *' (with 'Yes' and 'No' radio buttons). The 'CUSTOMS OFFICE' section has one field: 'Reference number of customs office of departure (actual) *' with a dropdown arrow. The 'ACTOR' section has an information box with a toggle switch and a field for 'Identification number *'. The sidebar on the right shows a navigation menu with options: Declaration, Transit operation, Customs office, Actor, and Location of goods.

Figure 214: Registration of the transit arrival notification

7. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successful, your Transit arrival notification is submitted to the customs office of destination provided. You are then redirected to the **Transit declaration** page where you can consult the information related to your transit movement.

When the submission is not successfully completed, you must correct the errors.

Note: You can cancel the submission of the transit declaration at any time by clicking on **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

14.6 UNLOADING

14.6.1 HOW TO SUBMIT UNLOADING REMARKS

You can submit unloading remarks when the status of the movement is "Unloading". The status "Unloading" is only present for a simplified procedure.

To submit Unloading remarks:

1. Open the **Transit Movement to Destination** page corresponding to the transit declaration or go to the task list (Menu > Tasks > Task List).
2. Click on the mandatory task **Register unloading remarks**.
3. The registration form opens.

MRN: 23LU715000001MRJ6

Procedure: Transit - simplified procedure Status: **UNLOADING**

Trader at destination: [redacted] Arrival date: 24/04/2023 11:52 Custom office of destination: LU715000 - Luxembourg-Aeroport

Unloading date: 24/04/2023

Unloading status and discrepancies

Consignment

Gross mass (KG)
Declared value: 1097 Found value: [input field]

Transport equipments list 1
Transport equipment #1
Missing: Yes No

Number of seals
Declared value: 0 Found value: 0

Container identification number
Declared value: AAAJ0000001 Found value: [input field]

Seals + Goods references +

+ NON-DECLARED TRANSPORT EQUIPMENTS

Departure transport means list 1

Figure 215 : Register Unloading remarks

4. Fill in the information about the registration of Unloading remarks.
5. Click **Submit**. A confirmation modal will open, click **Yes**.

When the submission is successful, your unloading remarks notification is submitted to the Customs office of destination. You are then redirected to your last active page.

When the submission is not successful, you must correct the errors.

If the unloading is conformed, the status of the movement changes to "Released".

If the unloading is not com conformed, the status of the movement changes to "Unloading remarks".

14.6.2 HOW TO CONSULT THE UNLOADING DETAILS

The unloading details of the transit movement contain the events related to the unloading. They are available when there has been an unloading and unloading remarks have been submitted.

To consult the details of the unloading:

1. Open the **Transit Movement to Destination** page corresponding to the transit declaration.
2. Click on the **Unloading Details** button.
3. The details of the unloading are available.

The screenshot displays the 'Unloading details' page. At the top, there are navigation tabs: 'Operational details', 'Unloading details' (selected), 'Declaration details', 'Arrival details', and 'History'. On the right side, there is a vertical navigation menu with options: 'Declaration details', 'Arrival details', 'Transit operation', 'Authorisations', 'Customs office', 'Actors', 'Location of goods', 'Incidents', and 'History'. The main content area is divided into three sections:

- Unloading summary:** A table with columns: UNLOADING REMARKS, UNLOADING DATE, UNLOADING COMPLETED, UNLOADING CONFORM, STATE OF SEALS OK, REMARKS, and ACTIONS. The row for 'Unloading remarks #1' shows: 24/04/2023, Yes, Yes, No, Remarks, and an eye icon.
- Unloading remarks #1:** A section with a 'Consignment' sub-section. It has tabs for 'General information', 'Transport', and 'Documents'. It shows 'Gross mass (KG) Declared: 1097 Found: -'. Below this is a 'House consignment overview' table with columns: DECLARED, SEQUENCE NUMBER, MISSING, and DISCREPANCIES IDENTIFIED. The row shows: DECLARED, House consignment #1, No, and No.
- House consignment #1:** A section with a 'DECLARED' status. It has tabs for 'General information', 'Transport', and 'Documents'. It shows 'Gross mass (KG) Declared: 1087 Found: -'.

Figure 216 : Unloading details

14.7 DISCREPANCIES

14.7.1 HOW TO CONSULT THE NOTIFICATION OF DISCREPANCIES

The Customs office of destination can report discrepancies in the control results for a transit movement.

To consult the notification of discrepancies:

1. Open the **Transit Movement to Destination** page corresponding to the transit declaration.
2. Click on the **Discrepancies** hyperlink in Highlights or click on the **Operational Details** button.
3. The **Discrepancies** card is available and contains information about the notification of discrepancies: the remarks as well as the date of notification of discrepancies.

DUPLICATE ARRIVAL NOTIFICATION PRINT PREVIEW

Highlights	
Release decision #1	Notification on 24/04/2023 12:55
Discrepancies	Notification on 24/04/2023 12:55
Control	Notification on 24/04/2023 12:55
Release for transit	Notification on 24/04/2023 12:52
Control	Notification on 24/04/2023 12:52

Due dates
No element

Operational details Release decisions Unloading details Declaration details Arrival details History

Discrepancies	
Remarks	Discrepancies notification date
-	24/04/2023

Control

- Arrival details
 - Transit operation
 - Authorisations
 - Customs office
 - Actors
 - Location of goods
 - Incidents
 - History

Figure 217 : Discrepancies notification

15 TEMPORARY STORAGE PROCEDURE

A-CONSULT INFORMATION RELATED TO A TEMPORARY STORAGE DECLARATION

15.1 HOW TO CONSULT A TEMPORARY STORAGE DECLARATION

To consult the information related to a temporary storage declaration:

1. Open the **Temporary storage declaration** page via its **LRN/MRN**.

LRN: 23UNTP000000000006170

MRN: 23LU701L0000009SU6 Procedure: G4 - Temporary storage declaration Status: **ACCEPTED**

Declarant: POST Luxembourg - Submission date: 19/04/2023 15:10 Declaration types: 1

Representative: - Acceptance date: 19/04/2023 15:10 Supervising customs office: LU701000 - Bettembourg 1

REGISTER AMENDMENT REQUEST PRINT PREVIEW DUPLICATE DECLARATION

Highlights
Acceptance Notification on 19/04/2023 15:10

Due dates
Date limit for the temporary storage 18/07/2023 15:10

Operational details Declaration details History

Goods shipment item overview

GOODS ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	CONSIGNEE	CONSIGNOR	GOODS STATUS
-------------------	----------------	----------------------	-----------	-----------	--------------

Operational details
Acceptance
Control details
Request for information details
Declaration details
Declaration
General information
Customs offices
Actors
Master consignment
General information
Actors
Transport
Documents
Good item #1
House consignment #1
History
Actions history
Version history

Figure 218 Temporary storage declaration – header

2. Click on the **Declaration details** button.
3. The temporary storage declaration data are displayed:
 - o Declaration: General information, customs offices, actors
 - o Master consignment: General information, actors, transport, documents
 - o House consignment: General information, actors, transport, documents

(The goods item information is also listed under their corresponding house consignment)

Figure 219 Temporary storage declaration - declaration's details

The goods item overview provides a holistic view of all declared goods. Hyperlinks are available to ease the navigation.

Note: the data displayed correspond to the latest declaration data recorded (cf. corrections, amendment, presentation notification are considered).

15.2 HOW TO CONSULT ACTION HISTORY OF TEMPORARY STORAGE DECLARATION

The actions history of the declaration contains the events linked to the temporary storage declaration, such as events related to task performed, change of movement status, deadlines and messages exchanged with the customs office.

To consult the history of the actions of the temporary storage declaration:

1. Open the **Temporary storage declaration** page via its **LRN/MRN**.
2. Click on the **History** button.
3. The action history of the temporary storage declaration is available.

VIEW TS DECLARATION

Operational details | Declaration details | **History**

Actions history | Version history

DATE	ACTION TYPE	DESCRIPTION	USER/SYSTEM
06/04/2023 14:26	Message sent	CCTS016A - Rejection for customs reason notification - To [redacted] via NTP	Customs
06/04/2023 14:26	Status set	Accepted	Customs
06/04/2023 14:25	Status set	Under amendment	Customs
06/04/2023 14:25	Message received	CCTS013B - Amendment request	Customs
31/03/2023 10:13	Timer started	Timer for temporary storage 2nd reminder - ends 19/06/2023 10:13 (80 days)	Customs
31/03/2023 10:13	Timer started	Timer for temporary storage 1st reminder - ends 15/05/2023 10:13 (45 days)	Customs
31/03/2023 10:13	Timer started	Timer for remaining time allowed in TS - ends 29/06/2023 10:13 (90 days)	Customs
31/03/2023 10:13	Status set	Accepted	Customs
31/03/2023 10:13	Message sent	CCTS028A - MRN allocation - To [redacted] via NTP	Customs
31/03/2023 10:13	Timer stopped	Timer for pre-lodged TSD - started 30/03/2023 07:58 (30 days)	Customs

Navigation: << < 1 2 > >> 10

Figure 220 Temporary storage – actions history

15.3 HOW TO CONSULT THE VERSION HISTORY OF THE TEMPORARY STORAGE DECLARATION

The version history of the temporary storage declaration contains the events related to corrections (before acceptance) and amendment (after acceptance) of the temporary storage declaration.

To consult the version history of temporary storage declaration:

1. Open the page **Temporary storage** via its **LRN/MRN**.
2. Click on the bouton **History**, then **version history**.
3. The version history of the temporary storage declaration is available and contains the date of correction and/or amendment done with their status.

Figure 221 Version history of temporary storage declaration

15.4 HOW TO CONSULT PREVIOUS VERSION OF THE TEMPORARY STORAGE DECLARATION

A previous version contains the declared data of the last version of declaration.

A new version is created when a correction (before acceptance) or an amendment (after acceptance) has been done.

To consult a previous version of temporary storage declaration:

1. Open the page **Temporary storage declaration** via its **LRN/MRN**
2. Click on the button **History**, then **Version history**.
3. Click on **the hyperlink** of the version that you want to consult.
4. The previous version of declaration is available and contains the declared data of last version of declaration.

15.5 HOW TO CONSULT THE ACKNOWLEDGEMENT RECEIPT OF THE TEMPORARY STORAGE DECLARATION

After submission of declaration, the customs office confirms the reception. The status of declaration becomes "Pending presentation" for the anticipated temporary storage declarations or "Submitted" for non-pre-lodged temporary storage declarations.

To consult the reception of the acknowledgement receipt:

1. Open the page **Temporary storage declaration**.
2. Clicks on **History**.

3. The History of actions are available and contains the acknowledgement received from customs office.

15.6 HOW TO CONSULT THE ACCEPTANCE OF THE TEMPORARY STORAGE DECLARATION

The temporary storage declaration is accepted when the MNR allocation notification is received from the customs authorities. Therefore, the temporary storage declaration status becomes 'Accepted' and the MRN is allocated and displayed in the header of the **Temporary storage declaration** page.

In case of pre-lodged temporary storage procedures, acceptance is carried out upon submission of the presentation notification. In case of non-pre-lodged temporary storage procedures, acceptance is carried out when the temporary storage declaration is submitted.

To consult the acceptance of the temporary storage declaration:

1. Open the **Temporary storage declaration** page.
2. Click on **Operational details** button.
3. The **Acceptance** card is available and contains the acceptance date of the temporary storage declaration.

The screenshot displays the LUCCS system interface. At the top, there is a navigation bar with the LUCCS logo and the tagline 'YOUR DIGITAL DOOR'. The main menu includes 'TASKS', 'DECLARATIONS', 'DOCUMENTS', 'CERTIFICATES', and 'DEBTS MANAGEMENT'. A search bar is located on the right side of the navigation bar. Below the navigation bar, the page title is 'VIEW TS DECLARATION'. The main content area is divided into two sections. The top section is titled 'Goods shipment item overview' and contains a table with the following columns: 'GOODS ITEM NUMBER', 'COMMODITY CODE', 'DESCRIPTION OF GOODS', 'CONSIGNEE', 'CONSIGNOR', and 'GOODS STATUS'. The table lists three items, all with a status of 'ACCEPTED'. The bottom section is titled 'Acceptance' and contains a card with the text 'Declaration acceptance date' and the date '19/04/2023 15:10'. On the right side of the page, there is a sidebar menu with the following items: 'Operational details', 'Acceptance', 'Control details', 'Request for information details', 'Declaration details', 'Declaration', 'General information', 'Customs offices', 'Actors', 'Master consignment', 'General information', 'Actors', 'Transport', 'Documents', 'Good item #1', 'House consignment #1', 'History', 'Actions history', and 'Version history'.

GOODS ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	CONSIGNEE	CONSIGNOR	GOODS STATUS
Goods Item #1	4102 10	Plastic Kitchenware	DHL Express (Luxembourg) S.A.	Дайджест Логистикс ООД BGC204919540ZZZZ9	ACCEPTED
Goods Item #2	0804 20 90	Dried figs	DHL Express (Luxembourg) S.A.	-	ACCEPTED
Goods Item #3	0802 11 90	Dried almond in shell	DHL Express (Luxembourg) S.A.	-	ACCEPTED

Figure 222 Acceptance of temporary storage declaration

B-REGISTER THE TEMPORARY STORAGE DECLARATION AND THE OPERATIONAL INFORMATION

15.7 HOW TO SUBMIT A TEMPORARY STORAGE DECLARATION

To submit a temporary storage declaration:

1. Open the **Menu > Declarations > New declarations > Temporary storage.**

Figure 223 Registration of the temporary storage declaration

2. A new **LRN** is assigned by the system for your declaration.
3. Fill in the form providing the information about:
 - The temporary storage declaration
 - The master consignment
 - The house consignment
4. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successfully completed, your temporary storage declaration is submitted to the customs office. You are then redirected to the temporary storage declaration page where you can consult the recorded information.

When the submission is not successfully completed, you must correct the errors.

Note: You can cancel the submission of the temporary storage declaration at any time by clicking **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

15.8 PRESENTATION NOTIFICATION

15.8.1 HOW TO SUBMIT THE PRESENTATION NOTIFICATION FOR A TEMPORARY STORAGE DECLARATION

When the temporary storage declaration is pre-lodged and submitted before the expected presentation of the goods at the Customs office of presentation, the presentation notification must be sent within 30 days.

To submit the presentation notification:

1. Open the **Menu > Tasks > Tasks list** page and find the **Register presentation notification** mandatory task associated with the temporary storage declaration. The task is also available from the declaration view.
2. Click on the mandatory task **Register presentation notification**.
3. A pop-up confirmation opens. Click on **Yes** if all the presented goods are the same of those in the declaration.

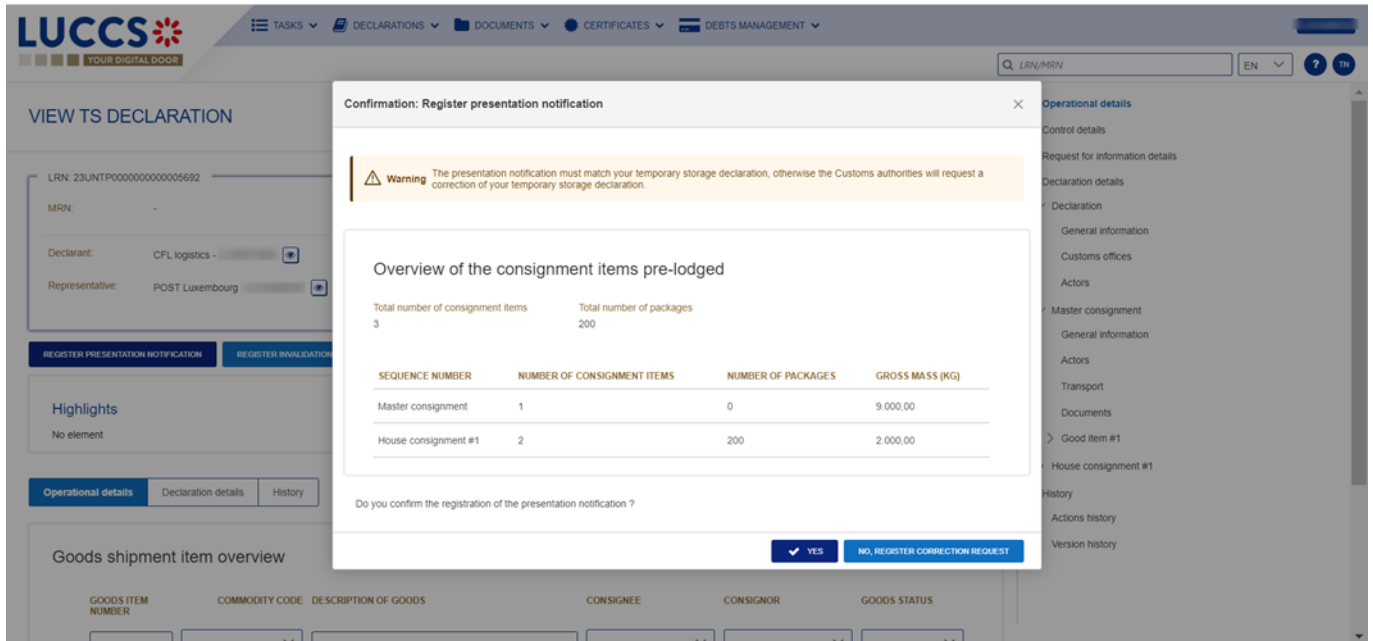


Figure 224 Confirmation for register a presentation notification

4. The registration form opens. Some fields cannot be modified in relation to the declaration data and are therefore greyed out.

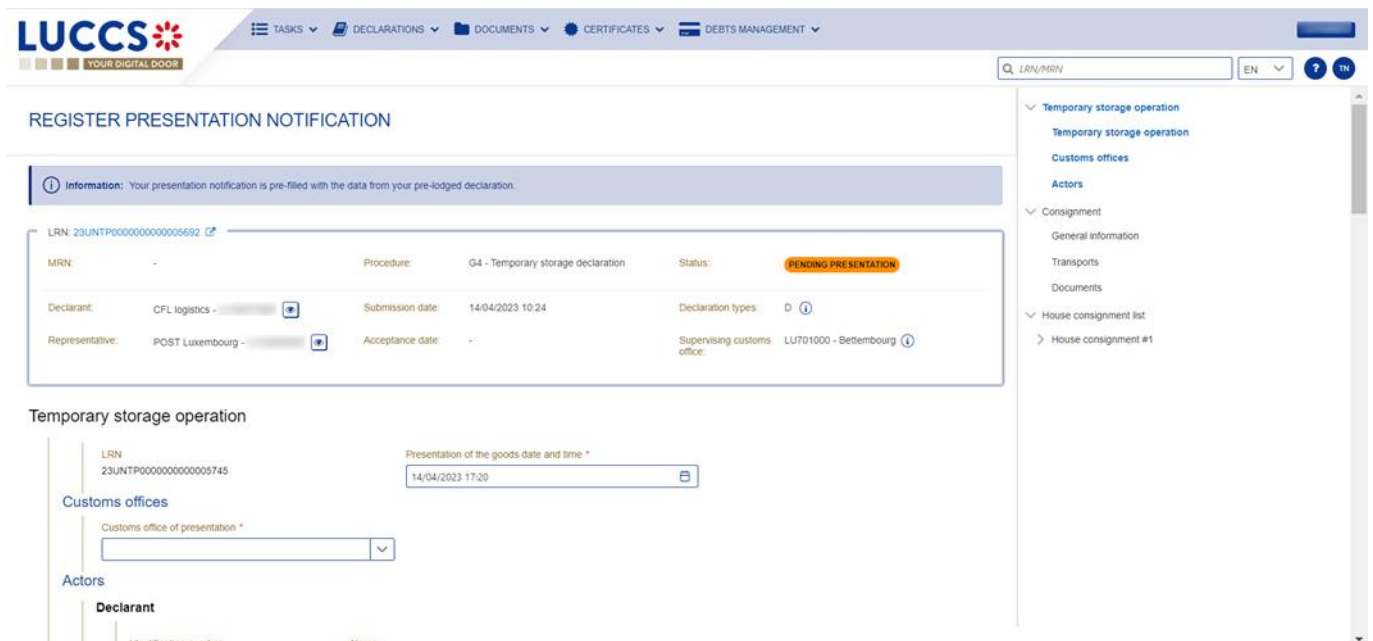


Figure 225 Registration of the presentation notification for a temporary storage declaration

5. Fill in the presentation information.
6. Click on **Submit**. A confirmation pop-up opens, then click on **Yes**.

When the submission is successfully completed, your presentation notification is submitted to the Customs office of presentation and the declaration's data are updated. Then, you are redirected to your last active page.

When the submission is not successful, you must correct the errors.

Note:

1. If the goods are not presented within 30 days after the declaration of temporary storage submission, it will be considered as not presented and will be rejected.
2. In case the data indicated in the advance declaration are no longer valid upon submission of the notification of presentation, you must correct your declaration before submitting your notification of presentation, by clicking on "No, register a correction request" in the presentation notification confirmation modal. (cf. [How to submit a correction request for a temporary storage declaration](#))
3. In case a presentation notification covers only part of the declaration, this is called a "Partial presentation", the declarant is invited to make a correction by clicking on the mandatory task "Register correction following a partial presentation":
4. In case a presentation notification sent via XML has no corresponding declaration found in the system, the declarant is invited to make a new temporary storage declaration by clicking on the mandatory task "Save a declaration".

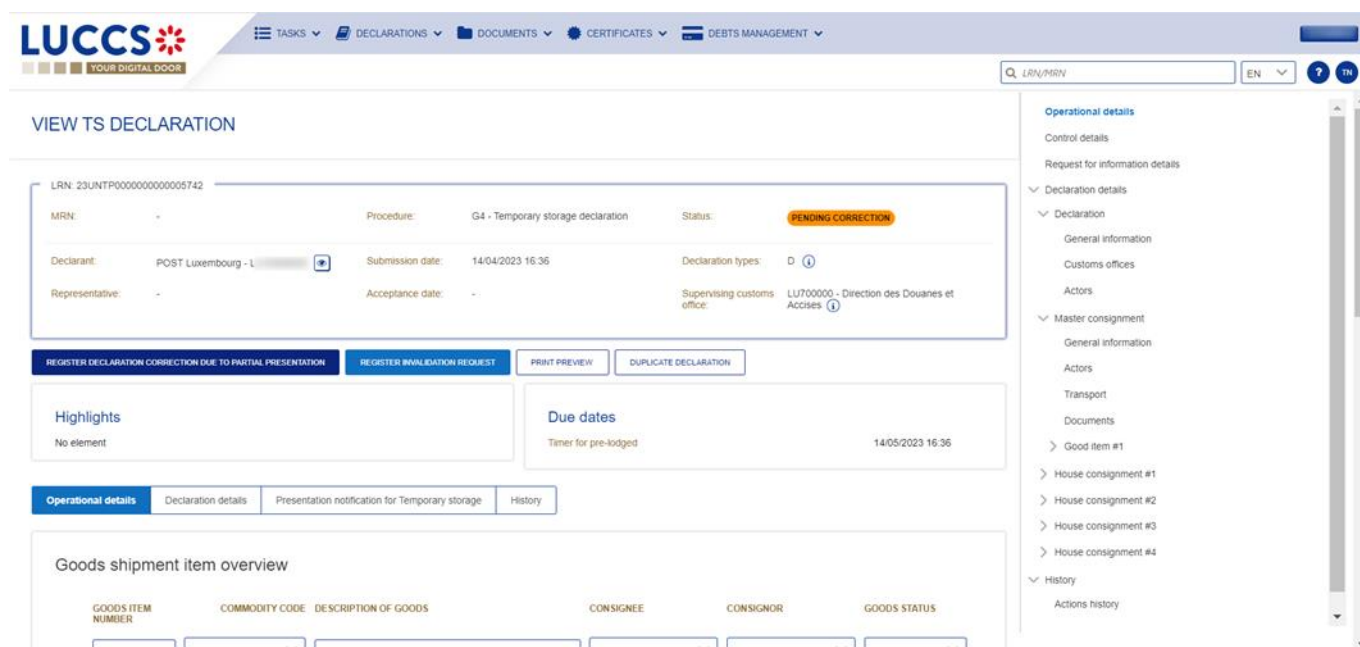


Figure 226 Partial presentation of a temporary storage declaration

LRN: 23UNTP00000000000005740

Procedure: G3 - Temporary storage presentation Date and time of presentation: 03/01/2023 08:34 Status: **SUBMITTED**

Customs office of presentation: LU700000 - Direction des Douanes et Accises Person presenting the goods: POST Luxembourg

REGISTER DECLARATION

Highlights
No element

Due dates
Awaiting to link declaration 14/04/2023 18:00

Presentation notification details History

Presentation notification

General information Customs offices Actors

LRN: 23UNTP00000000000005740 Presentation of the goods date and time: 03/01/2023 08:34 Declaration date: 03/01/2023 08:34

Figure 227 Presentation notification without an existing corresponding declaration

15.8.2 HOW TO CONSULT THE PRESENTATION NOTIFICATION FOR A PRE-LODGED TEMPORARY STORAGE DELCARATION

To view the presentation notification:

1. Open the page of the **temporary storage declaration** concerned.
2. Click on the button « **Presentation notification for temporary storage** ».
3. The general information of the presentation notification is available. Then, click on the LRN **hyperlink**.
4. A new page opens and the notification of submission of the declaration is available and contains the corresponding data.

The screenshot shows the LUCCS interface for viewing a temporary storage declaration. At the top, there are navigation tabs for TASKS, DECLARATIONS, DOCUMENTS, CERTIFICATES, and DEBTS MANAGEMENT. The main header includes the LUCCS logo and 'YOUR DIGITAL DOOR'. A search bar for LRN/MRN is visible on the right.

The main content area is titled 'VIEW TS DECLARATION' and contains the following information:

- Representative: -
- Acceptance date: 12/04/2023 14:26
- Supervising customs office: LU701000 - Bettembourg

Buttons for 'REGISTER AMENDMENT REQUEST', 'PRINT PREVIEW', and 'DUPLICATE DECLARATION' are located below the header information.

The 'Highlights' section shows a table of events:

Event	Date and Time
Declaration amended	Notification on 12/04/2023 14:50
Declaration amendment	Notification on 12/04/2023 14:48
Acceptance	Notification on 12/04/2023 14:10

The 'Due dates' section shows:

Event	Date and Time
Date limit for the temporary storage	11/07/2023 14:26

Navigation tabs include 'Operational details', 'Declaration details', 'Presentation notification for Temporary storage' (selected), and 'History'.

The 'Presentation notification general information' section shows:

Field	Value	Status
LRN	23UNTP00000000000005271	MATCHED
Date and time of presentation	12/04/2023 14:19	
Customs office of presentation	LU701000 - Bettembourg	
Person presenting the goods	POST Luxembourg	

A right-hand sidebar contains a navigation menu with categories like Operational details, Declaration amendment, Acceptance, Control details, Request for information details, Declaration details, Declaration, Master consignment, and History.

Figure 228 Presentation notification for a temporary storage

15.9 CORRECTION

15.9.1 HOW TO SUBMIT A CORRECTION REQUEST FOR A TEMPORARY STORAGE DECLARATION

You can correct your pre-logged declaration (Additional Declaration Type 'D') after its submission and before its acceptance, the status of the declaration is '**Pending presentation**'.

To correct the data of a declaration with an Additional Declaration Type 'A', you will have to request an amendment (see: [how to submit an optional amendment request for a temporary storage declaration](#)).

To submit a correction request:

1. Open the **Temporary storage declaration** that you want to correct.
2. Click on the optional task **Register correction request**.
3. The registration form opens.

Figure 229 Registration of a temporary storage declaration correction

4. Fill in the correction information and edit the fields you want.
5. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successfully completed, your correction is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not successfully completed, you must correct the errors.

15.9.2 HOW TO CONSULT A CORRECTION REQUEST AND CUSTOMS AUTHORITIES' RESPONSE

After submitting the correction request to the customs authorities, you can consult the information of this request.

To consult the details of the correction request:

1. Open the **Temporary storage Declaration** page. The correction request is displayed in the highlights.
2. Click on the hyperlink **Correction** in the highlights or click on the **Operational Details** button.
3. The **Correction** card is available and contains the information related to the correction.

The screenshot shows the Luccs web application interface. At the top, there is a navigation bar with the Luccs logo and menu items: TASKS, DECLARATIONS, DOCUMENTS, CERTIFICATES, and DEBTS MANAGEMENT. A search bar and language selector (EN) are also present. The main content area is titled 'VIEW TS DECLARATION' and contains a table of goods items. The table has three rows, each representing a 'Goods item' with details like quantity, description, origin, and destination, and a 'PRE-LOGGED' status. Below the table, there is a 'Correction' section with a 'Response from customs' section showing a decision and a 'Correction request' section showing a request. A sidebar on the right contains a navigation menu with categories like 'Operational details', 'Declaration details', and 'History'.

Goods item	Quantity	Description	Origin	Destination	Status
Goods item #1	4102 10	Plastic kitchenware	S.A. LU13042944	ДЛЯДРЕСТ ЛОГИСТИМС СЛЖИ БОС-204919540ZZZZ3	PRE-LOGGED
Goods item #2	0804 20 90	Dried figs	DHL Express (Luxembourg) S.A. LU13042944	-	PRE-LOGGED
Goods item #3	0802 11 90	Dried almond in shell	DHL Express (Luxembourg) S.A. LU13042944	-	PRE-LOGGED

Figure 230 Correction of a temporary storage declaration

Note:

Several correction requests can be submitted for a given temporary storage declaration, especially in the case where previous requests have been rejected. Each correction request can be consulted in the **Operational Details**.

15.10 AMENDMENT

After acceptance of a declaration, a correction is no longer possible. To correct the elements of an accepted temporary storage declaration, an amendment is required.

An amendment can be made at any time after the acceptance of a declaration and throughout the lifecycle of a declaration, thus including the following statuses: "Accepted", "Under control", "Ready for allocation", "Released" and "Partially released".

Some specific rules:

1. It's impossible to submit successive amendments.
When an amendment is submitted, the amendment task is not available until a decision is taken for the 1st amendment. This is why it's impossible to send an amendment when the declaration is in the status "Under amendment".
2. When the declaration status is "Under control", an amendment can be registered, but the goods in status "Under control" are not modifiable.
3. When the declaration is status "Not released", an amendment is not authorized.
4. When the declaration is in status "Released" or "Partially released", the amendment is called "Post release amendment".

An amendment can be registered on your own initiative, this is called '**Optional amendment**' in this document.

An amendment can be requested by the customs authorities, this is called '**Mandatory amendment**' in this document.

15.10.1 HOW TO SUBMIT AN OPTIONAL AMENDMENT REQUEST FOR A TEMPORARY STORAGE DECLARATION

Before starting to read this section, please read the information in the [introduction of the section amendment](#).

To submit an optional amendment request of a declaration:

1. Open the **Temporary storage declaration** page you want to correct.
2. Click on the optional task **Register amendment request**.
3. The registration form opens.

The screenshot displays the Luccs web interface for registering an amendment request. The top navigation bar includes 'TASKS', 'DECLARATIONS', 'DOCUMENTS', and 'CERTIFICATES'. A search bar is present with the text 'Search by LRN/MRN'. The main heading is 'REGISTER AMENDMENT REQUEST' with a 'SAVE AS DRAFT' button. An information box states: 'Information: Your declaration amendment is pre-filled with the latest declaration data. Please note that some data elements cannot be amended.' Below this, a table shows declaration details: LRN: 23UNTP000000000053711, MRN: 23LU701L0000043BU4, Procedure: G4 - Temporary storage declaration, Status: ACCEPTED, Declarant: POST Luxembourg, Submission date: 17/04/2023 10:20, Declaration types: (info icon), Representative: -, Acceptance date: 17/04/2023 10:20, Supervising customs office: LU701000 - Bettembourg (info icon). The 'Declaration' section includes 'Temporary storage operation' with fields for LRN (23UNTP000000000053711), Specific circumstance indicator (G4 - Temporary storage declarati...), Estimated arrival date and time (17/04/2023 16:20), and Additional declaration type (A - for a standard customs decla...). The 'Customs offices' section has a field for Supervising customs office.

Figure 231 Registration of an optional amendment for temporary storage declaration

4. Fill in the amendment information.
5. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successful, your amendment request is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not successfully completed, you must correct the errors.

15.10.2 HOW TO SUBMIT AN MANDATORY AMENDMENT FOR A TEMPORARY STORAGE DECLARATION

During a control, the customs authorities may request an **Advice** from the declarant following an unsatisfactory control result. If the declarant/representative agrees with the request, a mandatory amendment is then requested.

15.10.2.1 HOW TO CONSULT A REQUEST OF ADVICE FOLLOWING A CONTROL DECISION

To consult the request advice received:

1. Open the **Temporary storage declaration** page.
2. Click on the **Customs control results** hyperlink that you are looking for or click on the **Control details** button.
3. The **Control scope** cards separated by consignment are available and contain information relating to the result of customs controls, including the communication related to the request advice.

VIEW TS DECLARATION

Operational details | **Control details** | Declaration details | History

Control scope - Master consignment

Control notification

Custom office	Control notification date and time	Scheduled control date
LU701000 - Bettembourg	25/04/2023 09:38	-

SEQUENCE NUMBER | TRANSPORT DOCUMENTS

0

Customs control results

Supervising custom office	Control result date and time	Waiting declarant advice
LU701000 - Bettembourg	25/04/2023 09:38	Yes

ITEM NUMBER	CUSTOMS COMMENTS	GOODS STATUS DURING CONTROL	DATA ELEMENT UNDER ADVICE
1	NEED MORE INFORMATION	WAITING DECLARANT ADVICE	01 - Consignor

Figure 232 Control result related to a request advice

Note: The requests advice is made by consignment. Multiple requests may be received for one declaration, but only one request per consignment at a time.

15.10.2.2 HOW TO REGISTER AN ADVICE ON REQUESTED AMENDMENT

To register an advice on requested amendment:

1. Open the **Temporary storage declaration** page for which you want to register an advice or go to the task list (Menu > Tasks > List of tasks) and find the task **Register advice on requested amendment** associated the temporary storage declaration.
2. Click on the task **Register advice on requested amendment**.
3. A modal is displayed to invite you to give your advice for each consignment.

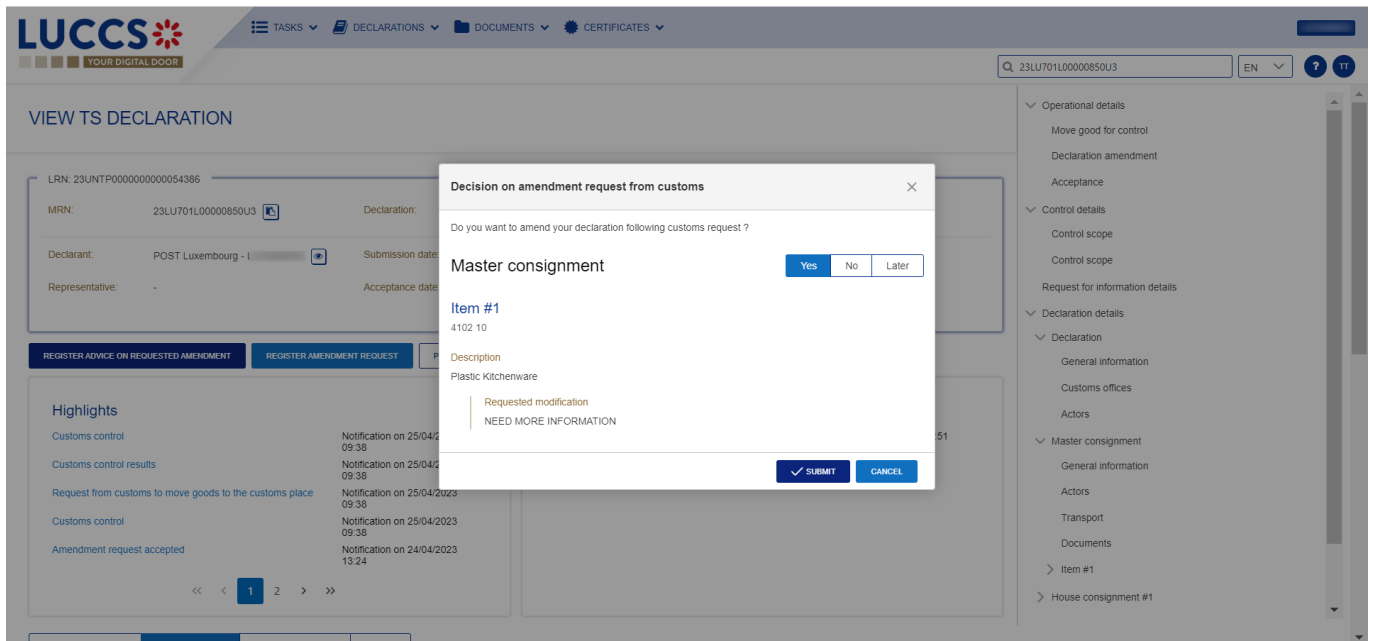


Figure 233 Advice concerning amendment requested by custom authorities

4. If you agree, choose **Yes**; if you refuse, choose **No**; if you don't plan to give your advice right away, choose **Later**.
5. Click **Submit**. A confirmation modal opens, click **Yes**.

When the decision is successfully completed, your decision notification is submitted to the customs authorities. You are redirected to the amendment registration form.

When the submission is not completed successfully, you must correct the errors.

15.10.2.3 HOW TO CONSULT AN ADVICE REGISTERED FOR A REQUESTED AMENDMENT

To consult an advice registered for a requested amendment:

1. Open the **Temporary storage declaration**.
2. Click on the hyperlink **Custom control result** corresponding or click on **Control detail** button.
3. The **Control scope** cards separated by consignment are available and contain information relating to the advice registered.

Figure 234 Advice registered following custom's request

15.10.2.4 HOW TO REGISTER MANDATORY AMENDMENT AFTER GIVING POSITIVE ANSWER TO AN REQUEST ADVICE

The user is redirected to the amendment form automatically after the advice has been submitted.

To register mandatory amendment after giving positive answer to a request advice:

1. Open the **Temporary storage declaration** page for which you want to register a mandatory amendment or go to the task list (Menu > Tasks > List of tasks) and find the task **Register requested amendment** associated the temporary storage declaration.
2. Click on the task **Register requested amendment**.
3. The registration form opens.

Figure 235 Registration of a mandatory amendment

4. Fill in the information related to the amendment and modify the fields for which the custom authorities requested to amend.
5. Click on **Submit**. A confirmation modal opens, click **Yes**.

When the submission is successfully sent, your amendment notification is submitted to customs authorities. You are then redirected to your last active page.

When the submission is not completed successfully, you must correct the errors.

15.10.3 HOW TO CONSULT AN AMENDMENT SUBMITTED AND THE RESPONSE OF CUSTOMS AUTHORITIES

After submitting an amendment of a declaration, you can consult the information related to this registration. The customs authorities can decide either to accept or reject the registration. The consultation of an amendment and an amendment response remains the same for an optional and mandatory amendment.

In case the amendment request is accepted, the Temporary storage declaration is amended, and the status of the declaration returns to the previous status.

In case the amendment request is rejected, the Temporary storage declaration is not amended, and the status of the declaration returns to the previous status.

To consult an amendment submitted and the response of customs authorities:

1. Open the **Temporary storage declaration** page. The declaration's amendment, the acceptance / rejection of the request are displayed in the Highlights.
2. Click on the hyperlink **Declaration amendment, Amendment request accepted/Amendment request rejected** corresponding in the highlight or click on **Operational details**.
3. The card **Amendment** is available and contains information related to the amendment submitted and the answer from the customs authority.

Figure 236 Amendment of a temporary storage declaration & Answer from custom

15.11 INVALIDATION

15.11.1 HOW TO SUBMIT AN INVALIDATION REQUEST FOR A TEMPORARY STORAGE DECLARATION

For pre-logged Temporary storage declarations (Additional declaration type “D”), you can ask to invalidate your declaration after the submission and before its acceptance, the status of the declaration is **“Pending presentation”**. You do not have the possibility to invalidate a declaration already accepted.

To submit an invalidation request of Temporary storage declaration:

1. Open the **Temporary storage declaration** page which you want to invalidate.
2. Click on the optional task **Register invalidation request**.
3. The registration form opens.

LUCCS YOUR DIGITAL DOOR

TASKS DECLARATIONS DOCUMENTS CERTIFICATES DEBTS MANAGEMENT

Search by LRN/MRN EN ? TN

REGISTER DECLARATION INVALIDATION REQUEST

LRN: 23UNTP00000000000006595

MRN:	-	Procedure:	G4 - Temporary storage declaration	Status:	PENDING PRESENTATION
Declarant:	POST Luxembourg	Submission date:	25/04/2023 10:48	Declaration types:	D
Representative:	-	Acceptance date:	-	Supervising customs office:	LU701000 - Bettembourg

Justification invalidation request

Justification *

512

SUBMIT CANCEL

Register declaration invalidation request
Justification invalidation request

Figure 237 Invalidation registration of a temporary storage declaration

4. Fill in justification invalidation request.
5. Click on **submit**, a confirmation modal opens, click on **Yes**.

When the submission is successfully completed, your invalidation is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not completed successfully, you must correct the errors.

15.11.2 HOW TO CONSULT AN INVALIDATION REQUEST OF A TEMPORARY STORAGE DECLARATION AND CUSTOMS AUTHORITIES' RESPONSE

After submitting the request to invalidate the declaration to the customs authorities, you can consult the information related to this request.

When an invalidation request of the temporary storage declaration is made, there is no action required on the customs side, the invalidation request is automatically accepted by the system and the status of the declaration automatically becomes "Invalidated".

When the submission is not completed successfully, you must correct the errors.

To consult an invalidation request of a temporary storage declaration and customs authorities' response:

1. Open the **Temporary storage declaration** page. The invalidation request is displayed in the highlight.
2. Click on the **Invalidation** hyperlink or click on **Operational details** button.
3. The card **Invalidation** is available and contains the information related to the invalidation request and the response from customs.

LUCCS YOUR DIGITAL DOOR

TASKS DECLARATIONS DOCUMENTS CERTIFICATES DEBTS MANAGEMENT

Search by LRN/MRN EN ? TN

VIEW TS DECLARATION

- ▼ Invalidation
 - ▼ Response from customs

Decision date and time	Decision
25/04/2023 14:14	Invalidation accepted
 - ▼ Invalidation request

Request date and time	Justification
25/04/2023 14:14	test
- ▶ Correction

Operational details
 Invalidation
 Correction
 Control details
 Request for information details
 Declaration details
 Declaration
 General information
 Customs offices
 Actors
 Master consignment
 General information
 Actors
 Transport
 Documents
 > Good item #1
 > House consignment #1
 History

Figure 238 Invalidation of temporary storage declaration

15.12 CONTROL

15.12.1 HOW TO CONSULT THE CONTROL NOTIFICATION FROM CUSTOMS AUTHORITIES

The Customs authorities may notify that a documentary and/or physical control will be carried out.

To consult a control notification:

1. Open the **Temporary storage declaration** page.
2. Click on the hyperlink **Customs control** in the highlight or click on **Control details** button.
3. The **control notification** is available for each control scope and grouped by consignment.

Figure 239 Control notification of temporary storage declaration

15.12.2 HOW TO CONSULT THE CONTROL RESULT FROM CUSOTMS AUTHORITIES

For each control carried out by the customs authorities, the economic operators are notified of the result.

To consult the control result:

1. Open the **Temporary storage declaration** page.
2. Click on the hyperlink **Customs control** in the highlight or click on **Control details** button.
3. The **Customs control results** are available for each control scope and grouped by consignment.

Figure 240 Customs control result of temporary storage declaration

15.12.3 HOW TO CONSULT REQUEST FROM CUSTOMS TO MOVE GOODS TO/OUT OF THE CUSTOMS PLACE

After the control decision, for the consignment on which a documentary and/or physical control is required, a request to move the goods to the customs place can be made.

After the control, for the consignment that has received a favourable result, a request from customs to remove goods out of the customs place is granted.

To consult the request from customs to move goods to/out of the customs place:

1. Open the **Temporary storage declaration** page.
2. Click on the hyperlink **Request from customs to move goods to the customs place/Request from customs to move goods out of the customs place** in the highlight or click on **Operational details**.
3. The concerning cards are available and contain related information about the movements.

Note: For the temporary storage declaration, consultation of the movement of goods request is also accessible via the Dashboard, in the "Last communication" section. (Cf: [Consult the latest communications](#))

The screenshot shows the Luccs web application interface. At the top, there is a navigation bar with the Luccs logo and the tagline 'YOUR DIGITAL DOOR'. The main navigation menu includes 'TASKS', 'DECLARATIONS', 'DOCUMENTS', 'CERTIFICATES', and 'DEBTS MANAGEMENT'. A search bar is located on the right side of the navigation bar. The main content area is titled 'VIEW TS DECLARATION' and displays the declaration number 'LU13042944'. Below this, there are two request cards. The first card is titled 'Request from customs to move goods out of the customs place' and contains a table with the following data:

SEQUENCE NUMBER	NOTIFICATION DATE AND TIME	RELEASE DECISION DATE	SUPERVISING CUSTOMS OFFICE
Request #1	-	25/04/2023 14:40	LU701000 - Bettembourg

The second card is titled 'Request from customs to move goods to the customs place' and contains a table with the following data:

SEQUENCE NUMBER	NOTIFICATION DATE AND TIME	SCHEDULED CONTROL DATE	SUPERVISING CUSTOMS OFFICE
Request #1	25/04/2023 14:31	25/04/2023	LU701000 - Bettembourg

The sidebar on the right contains a navigation menu with the following categories: 'Operational details' (with sub-items 'Move good outside the customs place', 'Move good for control', 'Acceptance'), 'Control details' (with sub-items 'Control scope'), 'Declaration details' (with sub-items 'Request for information details'), and 'Declaration' (with sub-items 'General information', 'Customs offices', 'Actors'). The 'Master consignment' category has sub-items 'General information', 'Actors', 'Transport', and 'Documents'.

Figure 241 Request from customs to move goods to/out of the customs place

15.13 REQUEST FOR INFORMATION

15.13.1 HOW TO CONSULT A REQUEST FOR INFORMATION FROM CUSTOM AUTHORITIES FOLLOWING A CONTROL

During a control, the customs authorities may request additional information from the economic operator.

To consult a request for information:

1. Open the **Temporary storage declaration** page.

2. Click on the hyperlink **Request for information** in the highlight or click on **Request for information details** button.
3. The detailed request is displayed.

Figure 242 Request for information

15.13.2 HOW TO ANSER A REQUEST FOR INFORMATION

After receiving a request for information, the economic operators can register an answer to this request:

1. Open the **Temporary storage declaration** page for which you want to answer to a request for information or go to the task list (Menu > Tasks > List of tasks) and find the task **Answer to a request for information** associated the temporary storage declaration.
2. Click on the task **Answer to a request for information**.
3. A modal is displayed to invite you to choose the request you want to respond to.

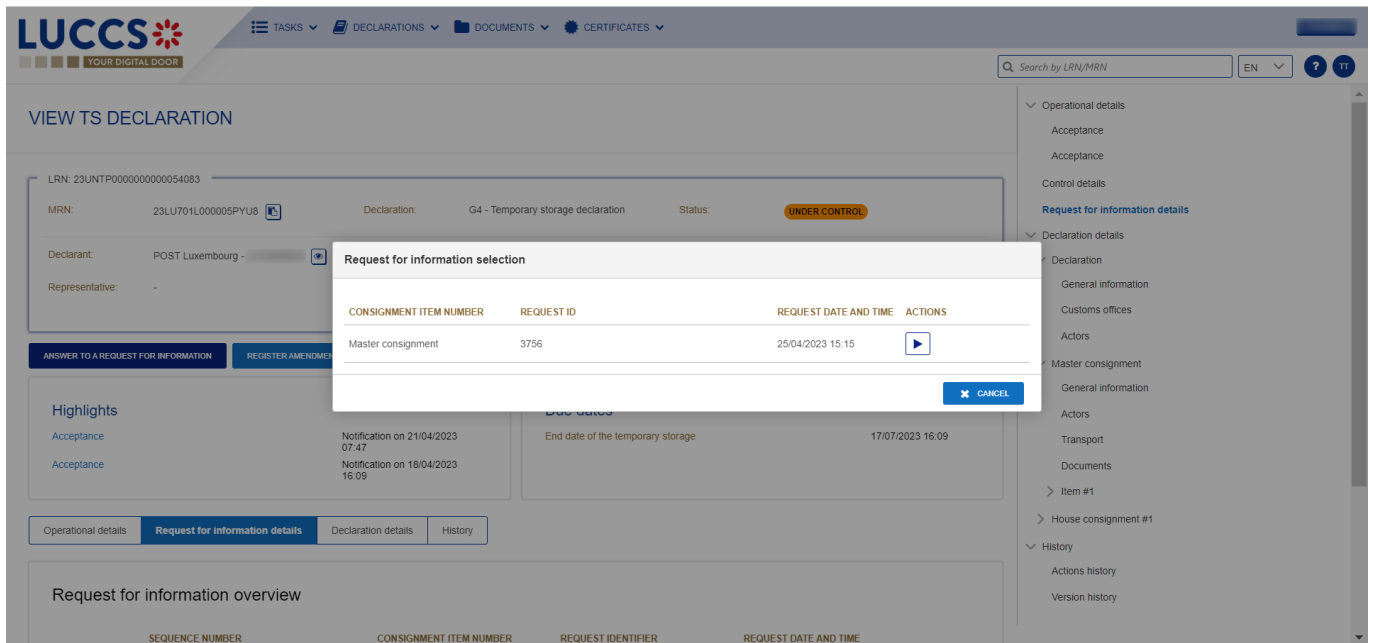


Figure 243 Choice of request for information to answer

4. Choose the consignment on which you want to answer, click on **action.**
5. The answer form opens.

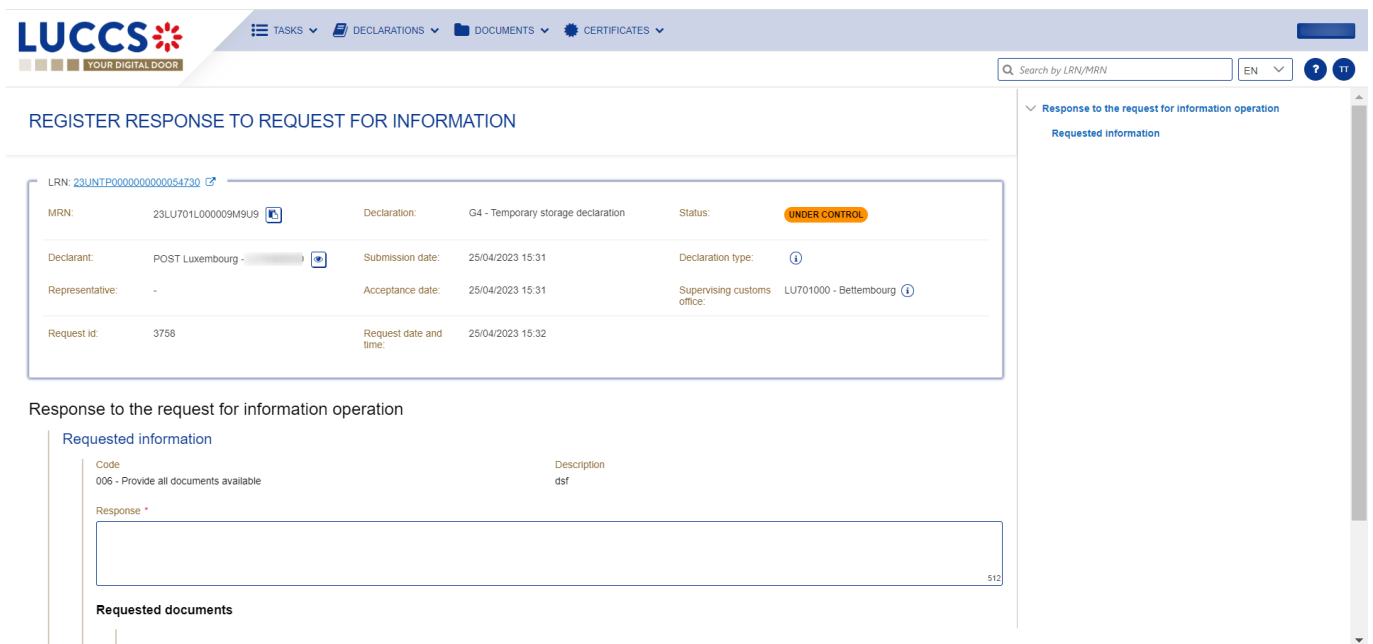


Figure 244 Answer to a request for information

6. Fill the information related to the request for information.
7. Click on **Submit.** A confirmation modal opens, click on **Yes.**

When the submission is successfully completed, your response to the request for information is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not completed successfully, you must correct the errors.

15.13.3 HOW TO CONSULT THE ANSWER OF A REQUEST FOR INFORMATION

After you answer to a RFI, you can consult the information about your response.

To consult the answer of a request for information:

1. Open the **Temporary storage declaration** page.
2. Click on the hyperlink **Response to the request for information** in the highlight or click on **Request for information details** button.
3. The answer to request is available and grouped by request.

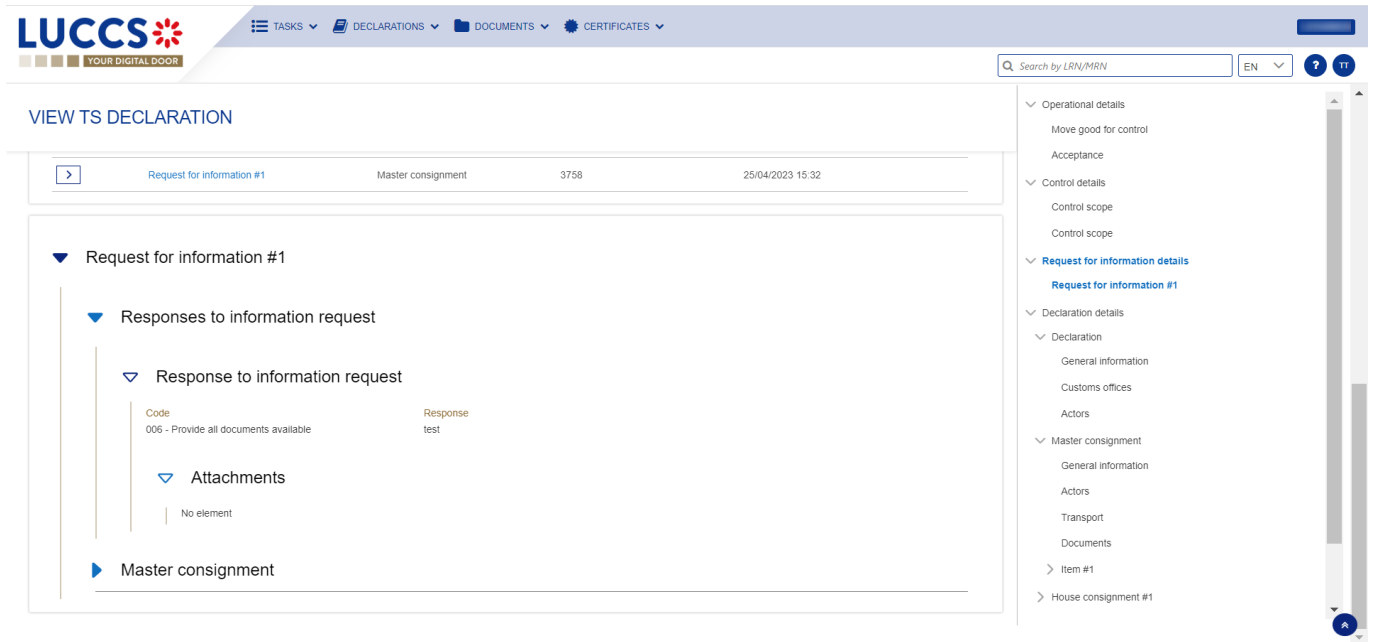


Figure 245 Answer of a request for information

Note: Multiple RFI can be submitted, the RFI are displayed per request and is numbered in order of request. The histories of old requests are never erased.

15.14 TRANSFER

15.14.1 HOW TO REGISTER INTENDED TRANSFER

For goods in “Ready for allocation” status, the user can request a national or an international transfer. The key to distinguish a national and an international transfer is the identification number of the holder at destination (to be indicated in the registration form of the intention to transfer notification).

To register an intended transfer notification:

1. Open the **Temporary storage declaration** for which you want to register an intention to transfer notification.
2. Click on the optional task **Register intended transfer**.
3. The registration form opens.

LRN: 23UNTP00000000000053255

MRN:	23LU700L00000308U9	Declaration:	G5 - Arrival notification in case of movement under TS	Status:	READY FOR ALLOCATION
Declarant:	FedEX Express Luxembourg S.à r.l.	Submission date:	13/04/2023 06:59	Acceptance date of initial TSD:	13/04/2023 06:35
Representative:	-	Acceptance date:	13/04/2023 06:59	Supervising customs office:	LU700000 - Direction des Douanes et Accises

MRN of the initial declaration: 23LU700L00000306U0

Intended transfer operation

Actors

Holder of the temporary storage facility at destination

Identification number *

LU12345678

Consignments

Please select the elements you want to add in your Intention to transfer:

SELECT ALL

Figure 246 Registration of intended transfer

4. Fill in the identification number of the holder of destination, choose the consignment(s) you intend to transfer.
5. Click on **Submit**. A confirmation modal opens, click on **Yes**.

When the submission is successfully completed, your intention to transfer notification is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not completed successfully, you must correct the errors.

15.14.2 HOW TO CONSULT AN INTENDED TRANSFER NOTIFICATION

After submitting an intended transfer to customs authorities, you can consult the information related to this notification.

To consult an intended transfer notification of a temporary storage declaration:

1. Open the **Temporary storage declaration**.
2. Click on the « Information » ⓘ icon next to the status of the goods in “Ongoing Movement”.
3. The information related to intended transfer are available.

The screenshot shows the 'VIEW TS DECLARATION' interface. At the top, there's a navigation bar with 'TASKS', 'DECLARATIONS', 'DOCUMENTS', and 'CERTIFICATES'. A search bar is on the right. Below the navigation, there's a 'VIEW TS DECLARATION' section with a notification on 13/04/2023 at 16:21. A sidebar on the right lists various details like 'Operational details', 'Declaration details', and 'Master consignment'. The main area features an 'Items overview' table with columns for Item Number, Commodity Code, Description of Goods, Consignee, Consignor, and Goods Status. Two items are highlighted with 'Intended transfer' pop-ups, showing the holder of destination and house consignment details.

Figure 247 Intended transfer

15.14.3 NATIONAL TRANSFER

For a national transfer, after registration of the intended transfer, an arrival notification must be registered by the holder at destination when the goods have arrived at the destination.

15.14.3.1 HOW TO REGISTER A NATIONAL ARRIVAL NOTIFICATION

In case where the holder at destination is not the declarant, to register an arrival notification:

1. Log in as the holder of destination.
2. Open the page **Menu > Declarations > New Declarations > Temporary storage > Arrival notification**.
3. A new **LRN** is assigned by the system for your declaration.
4. Complete the form by providing the information relating to:
 - the Temporary storage declaration
 - the master consignment
 - the house consignments
5. Click **Submit**. A confirmation modal opens, click **Yes**.

When the submission is done successfully, your arrival notification declaration is submitted to the customs office. You are then redirected to the Temporary storage declaration page where you can view the recorded information.

When the submission is not completed successfully, you must correct the errors.

Figure 248 Registration of arrival notification from menu

Note:

1. The registration of a national arrival notification is the same as the [registration of an international arrival notification](#). The key to distinguish whether the notification is national or international, is the MRN and the goods item number of the initial declaration, to indicate in previous documents. When the arrival notification is national, an existing Luxembourgish MRN in NTP must be indicated, the goods item number is mandatory. When the arrival notification is international, a foreign MRN must be indicated.
2. You can cancel the submission of the arrival notification at any time by clicking on **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

If the holder at destination is also the declarant, to register a national arrival notification:

1. Open the page of the **Temporary storage declaration** for wish you want to register an arrival notification.
2. Click on optional task **Register national arrival notification**.
3. The registration modal opens. Select the consignments that you want to declare in this arrival notification.

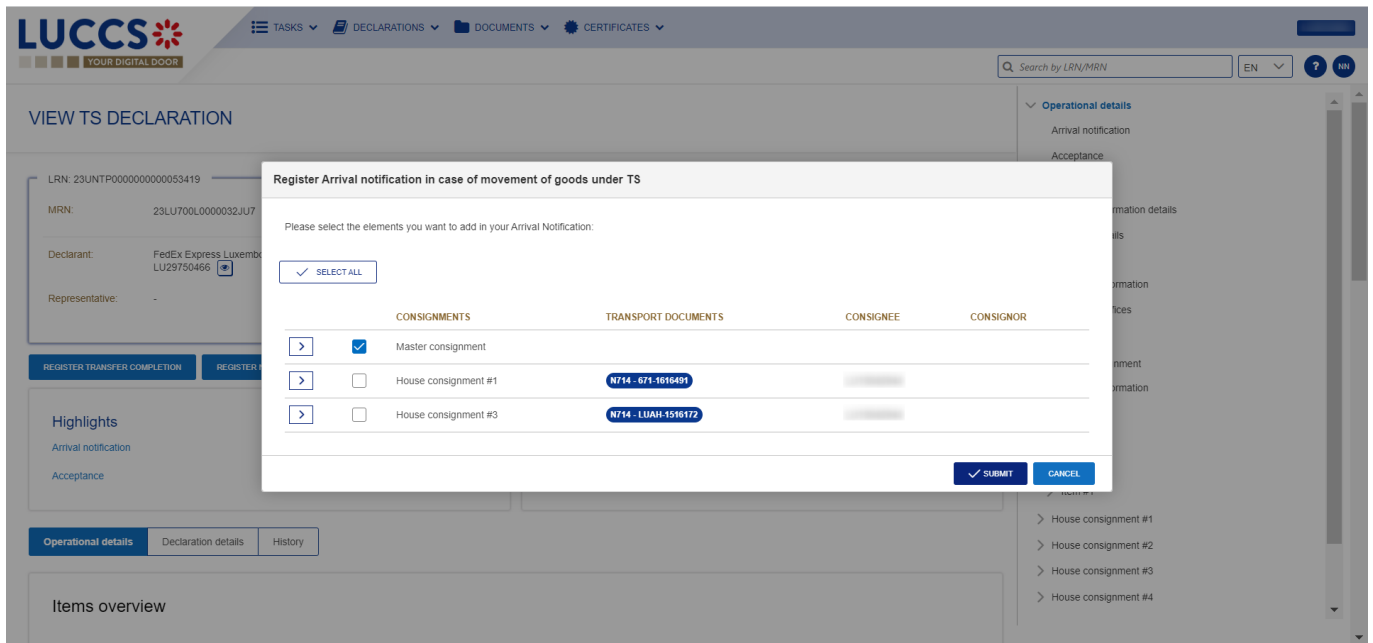


Figure 249 Registration of national arrival notification from declaration

4. Click on **Submit**, a confirmation modal opens, click on **Yes**.

When submission is successful, your arrival notification is submitted to customs authorities. You are then redirected to your last active page.

When the submission is not completed successfully, you must correct the errors.

15.14.3.2 HOW TO CONSULT A NATIONAL ARRIVAL NOTIFICATION

After submitting an arrival notification to customs authorities, you can consult information about that notification.

Where the holder at destination is not the declarant, to consult a national arrival notification of a temporary storage declaration, refer to the [consultation of an international arrival notification](#); the instructions are identical.

Where the holder at destination is also the declarant, to consult a national arrival notification of a temporary storage declaration:

1. Open the **Temporary storage declaration page**. The arrival notification is available in the highlights.
2. Click on the **Arrival Notification** hyperlink in the Highlights or click on the **Operational Details** button.
3. The **Arrival notification** card is available and contains the information related to the arrival notification.

LUCCS YOUR DIGITAL DOOR

TASKS DECLARATIONS DOCUMENTS CERTIFICATES

Search by LRN/MRN EN ? NN

VIEW TS DECLARATION

▼ Arrival notification

LRN
23UNTP0000000000054780

LU29750466

▼ Transferred goods

HOUSE CONSIGNMENT SEQUENCE NUMBER	TRANSPORT DOCUMENT	CONSIGNEE	CONSIGNOR
> Master consignment	-	-	-
> HC #1	1 - House bill of lading		

Operational details
 Arrival notification
 Acceptance
 Control details
 Request for information details
 Declaration details
 Declaration
 General information
 Customs offices
 Actors
 Master consignment
 General information
 Actors
 Transport
 Documents
 Item #1
 House assignment #1

Figure 250 Arrival notification

15.14.4 TRANSFER FROM LUXEMBOURG TO FOREIGN COUNTRY

For a transfer from Luxembourg to a foreign country, after the registration of the intended transfer, a notification of transfer completion should be registered when the transfer is finalized.

15.14.4.1 HOW TO REGISTER A TRANSFER COMPLETION NOTIFICATION

To register a transfer completion notification:

1. Open the **Temporary storage declaration** for which you want to register a transfer completion.
2. Click the optional task **Register transfer completion**.
3. The registration form opens.

LRN: 23UNTP00000000000054778

MRN:	23LU700L000009MAU0	Declaration:	G4 - Temporary storage declaration	Status:	READY FOR ALLOCATION
Declarant:	FedEx Express Luxembourg S.à r.l.	Submission date:	25/04/2023 17.44	Declaration type:	?
Representative:	-	Acceptance date:	25/04/2023 17.44	Supervising customs office:	LU700000 - Direction des Douanes et Accises ?

Transfer completion operation

Subsequent procedure reference type * ID *

Actors

Holder of destination

Identification number *

Figure 251 Registration of transfer completion

4. Fill in the transfer completion information and select the consignment you wish to declare in your registration.
5. Click **Submit**. A confirmation modal opens, click **Yes**.

When the submission is successfully completed, your transfer completion notification is submitted to customs authorities. You are then redirected to your last active page.

When the submission is not completed successfully, you must correct the errors.

15.14.4.2 HOW TO CONSULT A TRANSFER COMPLETION NOTIFICATION

After submitting a transfer completion notification to customs authorities, you can consult information about that notification.

To consult a transfer completion notification of a temporary storage declaration:

1. Open the **Temporary storage declaration** page.
2. Click on the "Information" icon [?](#) next to the goods which are in the "Allocated" status and which have been the subject of a transfer completion notification.
3. The transfer complete notification information is displayed.

The screenshot shows the LUCCS interface for viewing a temporary storage declaration. The main table lists 8 items, each with a unique ID, a description, and a status. Item #1 is 'ONGOING MOVEMENT', while items #2 through #8 are 'ALLOCATED'. A 'Transfer completion' pop-up window is displayed over the table, showing details for the holder of destination, 'Kuehne + Nagel S.à r.l.'. The right sidebar contains a navigation menu with options like 'Operational details', 'Arrival notification', 'Acceptance', 'Control details', 'Request for information details', 'Declaration details', 'Actors', 'Transport', and 'Documents'.

Figure 252: Transfer completion notification

15.14.5 TRANSFER FROM FOREIGN COUNTRY TO LUXEMBOURG

For a transfer from foreign country to Luxembourg, since a new LRN is be assigned, an arrival notification of temporary storage must be submitted.

15.14.5.1 HOW TO REGISTER AN ARRIVAL NOTIFICATION COMING FROM FOREIGN COUNTRY

To submit an international arrival notification:

1. Open the **Menu > Declarations > New declarations > Temporary storage > Arrival notification**.
2. A new **LRN** is assigned by the system for your declaration.
3. Fill in the form providing the information about:
 - The temporary storage declaration
 - The master consignment
 - The house consignment
4. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successfully completed, your arrival notification is submitted to the customs office. You are then redirected to the **arrival notification** page where you can consult the recorded information.

When the submission is not successfully completed, you must correct the errors.

Note: You can cancel the submission of the arrival notification at any time by clicking **Cancel**. You will be redirected to your last active page and the information entered in the form will not be saved.

Figure 253 Registration of international arrival notification from menu

15.14.5.2 HOW TO CONSULT AN ARRIVAL NOTIFICATION COMING FROM FOREIGN COUNTRY

To consult the information related to an international arrival notification:

1. Open the **Arrival notification declaration** page via its **LRN/MRN**
2. Click on the **Arrival detail** button.
3. The arrival notification declaration data are displayed:
 - Declaration: General information, customs offices, actors
 - Master consignment: General information, actors, transport, documents
 - House consignment: General information, actors, transport, documents

(The goods item information is also listed under their corresponding house consignment)

VIEW ARRIVAL NOTIFICATION DECLARATION

LRN: 23UNTP00000000000006387

MRN:	23LU701L000000K3U5	Procedure:	G5 - Arrival notification in case of movement under TS	Status:	READY FOR ALLOCATION
Declarant:	Kuehne + Nagel S.à r.l. - LU10326424	Submission date:	21/04/2023 15:35	Acceptance date of initial TSD:	21/04/2023 15:08
Representative:	-	Acceptance date:	21/04/2023 15:35	Supervising customs office:	LU701000 - Bettembourg
MRN of the initial declaration:	23LU700L000000KQJ0				

REGISTER INTENDED TRANSFER REGISTER AMENDMENT REQUEST DUPLICATE DECLARATION

Highlights
No element

Due dates
Date limit for the temporary storage 20/07/2023 15:08

Operational details **Arrival details** History

Declaration

- Operational details
- Control details
- Request for information details
- Declaration details
 - Declaration
 - General information
 - Customs offices
 - Actors
 - Master consignment
 - General information
 - Actors
 - Transport
 - Documents
 - House consignment #1
- History
 - Actions history
 - Version history

Figure 254 International arrival notification

The goods item overview provides a holistic view of all declared goods. Hyperlinks are available to ease the navigation.

Note: the data displayed correspond to the latest declaration data recorded (cf. corrections, amendment, presentation notification is considered).

16 GUARANTEES

16.1 GUARANTEES LIST

You will find in the ‘List of Guarantees’ all the guarantees for which you are the guarantee holder or the holder of the transit procedure for the guarantee.

The list is ordered by guarantee start date with the most recent at the top. All existing guarantees are returned by default.

GRN	GUARANTEE TYPE	GUARANTEE STATUS	VALIDITY START DATE	GUARANTOR	REFERENCE AMOUNT (EUR)	BALANCE (EUR)
	1 - Comprehensive guarantee	VALID	15/09/2022		10.000,00	10.000,00
	1 - Comprehensive guarantee	VALID	01/09/2022		1.000.000,00	999.850,00
	1 - Comprehensive guarantee	VALID	01/09/2022		1.000.000,00	1.000.000,00
	1 - Comprehensive guarantee	IN USE	01/09/2022		1.000.000,00	999.800,00
	1 - Comprehensive guarantee	VALID	01/09/2022		1.000.000,00	1.000.000,00
	1 - Comprehensive guarantee	VALID	01/09/2022		1.000.000,00	999.950,00
	1 - Comprehensive guarantee	VALID	01/09/2022		1.000.000,00	1.000.000,00
	1 - Comprehensive guarantee	IN USE	01/09/2022		1.000.000,00	999.800,00
	1 - Comprehensive guarantee	VALID	01/09/2022		1.000.000,00	1.000.000,00
	1 - Comprehensive guarantee	VALID	01/09/2022		1.000.000,00	999.850,00

Figure 255: Guarantees list

16.1.1 ACCESS THE GUARANTEES LIST

Select **Certificates > Guarantees > Guarantees List** from the **Menu**.

16.1.2 CONSULT THE INFORMATION RELATED TO A GUARANTEE

Each guarantee is displayed in the list with the following information:

- **GRN:** the guarantee’s identifier.
- **Guarantee type:**
 - Type 0: Guarantee waiver,
 - Type 1: Comprehensive guarantee,
 - Type 2: Individual guarantee in the form of an undertaking by guarantor
 - Type I: Individual guarantee in another form,
 - Type 4: Individual guarantee in the form of vouchers.
- **Guarantee Status.**
- **Validity starts date** of the guarantee (date of registration of the guarantee in the system).
- **Guarantor** of the guarantee.

- Guarantee **reference amount**: the total amount that can be used for the guarantee.
- Guarantee **balance**: the remaining amount that can be used for the guarantee.

Note: You can access the **Guarantee View** by clicking on the **GRN**.

16.1.3 FILTER THE GUARANTEES

It is possible to filter the list of guarantees according to several criteria.

1. Click on the **'Filters'** button above the list.
2. Enter your search criteria.
3. Click on **'Apply'**.

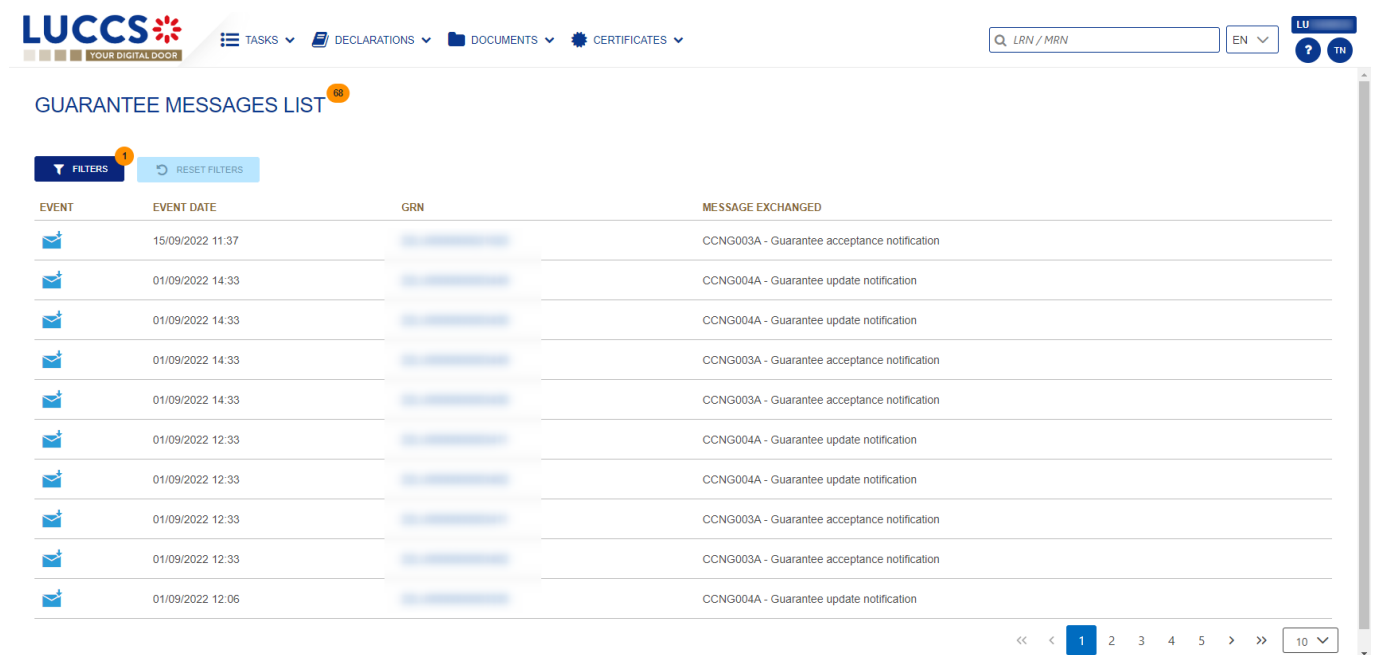
The list of guarantees is filtered based on the selected search criteria.

16.1.4 SORT THE GUARANTEES LIST

Click on  to change the display order (ascending/descending) based on the guarantee start date.

16.2 GUARANTEE MESSAGES LIST

In the **Guarantee Message List**, you will find all messages exchanged for all your guarantees for which you are the guarantee's holder or the holder of the transit procedure for the guarantee.



The screenshot displays the LUCCS 'GUARANTEE MESSAGES LIST' interface. At the top, there is a navigation bar with the LUCCS logo and 'YOUR DIGITAL DOOR' tagline. Below the navigation bar, there are several menu items: TASKS, DECLARATIONS, DOCUMENTS, and CERTIFICATES. A search bar is located on the right side of the navigation bar, containing the text 'LRN / MRN'. The main content area is titled 'GUARANTEE MESSAGES LIST' and features a 'FILTERS' button with a notification icon and a 'RESET FILTERS' button. The table below has four columns: 'EVENT', 'EVENT DATE', 'GRN', and 'MESSAGE EXCHANGED'. The table contains 10 rows of data, ordered by event date from most recent to oldest. The 'MESSAGE EXCHANGED' column contains messages such as 'CCNG003A - Guarantee acceptance notification' and 'CCNG004A - Guarantee update notification'. At the bottom right of the table, there is a pagination control showing the current page (1) and a total of 10 pages.











EVENT	EVENT DATE	GRN	MESSAGE EXCHANGED
	15/09/2022 11:37	[REDACTED]	CCNG003A - Guarantee acceptance notification
	01/09/2022 14:33	[REDACTED]	CCNG004A - Guarantee update notification
	01/09/2022 14:33	[REDACTED]	CCNG004A - Guarantee update notification
	01/09/2022 14:33	[REDACTED]	CCNG003A - Guarantee acceptance notification
	01/09/2022 14:33	[REDACTED]	CCNG003A - Guarantee acceptance notification
	01/09/2022 12:33	[REDACTED]	CCNG004A - Guarantee update notification
	01/09/2022 12:33	[REDACTED]	CCNG004A - Guarantee update notification
	01/09/2022 12:33	[REDACTED]	CCNG003A - Guarantee acceptance notification
	01/09/2022 12:33	[REDACTED]	CCNG003A - Guarantee acceptance notification
	01/09/2022 12:06	[REDACTED]	CCNG004A - Guarantee update notification

Figure 256: Guarantee messages list



The list is ordered by event date (see date of receipt/sending of the message), with the most recent messages at the top.

16.2.1 ACCESS THE GUARANTEE MESSAGES LIST

Select **Certificates > Guarantees > Guarantee message list** from the **Menu**.

16.2.2 CONSULT THE INFORMATION RELATED TO A MESSAGE

Each message is displayed in the list with the following information:

- **Event:**
 -  corresponds to a received message.
 -  corresponds to a sent message.
- **Event date:** date the message was received or sent.
- **GRN:** the guarantee's identifier.
- **Message exchanged:** name of the message.

Note: You can access the **Guarantee View** by clicking on the **GRN**.

16.2.3 FILTER THE MESSAGES

It is possible to filter the list of messages according to several criteria.

1. Click on the **'Filters'** button above the list.
2. Enter your search criteria.
3. Click on **'Apply'**.

The list of messages is filtered based on the selected search criteria.

16.3 CONSULT THE INFORMATION RELATED TO A GUARANTEE

16.3.1 HOW TO CONSULT THE MAIN DETAILS OF THE GUARANTEE

To consult the main details of the guarantee:

1. Open the **Guarantee** page via its **GRN**.
2. The main details of the guarantee are displayed by default:
 - Stakeholders: guarantor and office of guarantee
 - Form of the guarantee
 - Guaranteed amount(s): list of procedures covered by the guarantee. This section is not visible for type 4 guarantees.
 - List of voucher(s): list of vouchers linked to the guarantee and for which you are the holder of the transit procedure. This section is only visible for type 4 guarantees.
 - Validity: start and end dates of the guarantee, excluded countries/territories, excluded goods

GUARANTEE

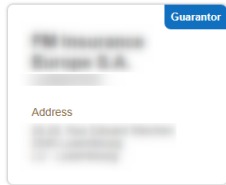
GRN : [REDACTED]

Guarantee type:	1 - Comprehensive guarantee	Guarantor:	[REDACTED]	Reference amount (EUR):	10.000,00
Guarantee status:	Valid	Office of guarantee:	[REDACTED]	Balance (EUR):	10.000,00

MANAGE ACCESS CODES REGISTER REVIEW REQUEST

Main details Transactions Balance History Attachment(s)

STAKEHOLDERS



Guarantor

Office of guarantee
LU711000 - Caisse Centrale

Address

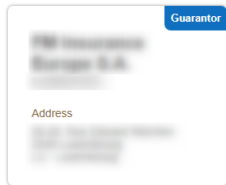
- Main details
 - Stakeholders
 - Form of the guarantee
 - Guaranteed amount(s)
 - Validity
 - Transactions
- Balance
- Usage
 - Daily usage
 - Evolution of usage
 - History details
- History
- Attachment(s)

Figure 257: Guarantee – header

GUARANTEE

Main details Transactions Balance History Attachment(s)

STAKEHOLDERS



Guarantor

Office of guarantee
LU711000 - Caisse Centrale

Address

FORM OF THE GUARANTEE

Form

Other form

GUARANTEED AMOUNT(S)

PROCEDURE	SIGNED IOU PROVIDED	REFERENCE AMOUNT (EUR)	REDUCTION (%)	GUARANTEE AMOUNT (EUR)
Transit	-	10.000,00	70	3.000,00

- Main details
 - Stakeholders
 - Form of the guarantee
 - Guaranteed amount(s)
 - Validity
 - Transactions
- Balance
- Usage
 - Daily usage
 - Evolution of usage
 - History details
- History
- Attachment(s)

Figure 258: Guarantee - main details

16.3.2 HOW TO CONSULT THE TRANSACTIONS RELATED TO A GUARANTEE

To view the transactions related to a guarantee:

1. Open the **Guarantee** page corresponding via its **GRN**.


2. Click on the **Transactions** button.
3. The list of undischarged transactions is displayed by default.

The screenshot shows the Luccs application interface. At the top, there is a navigation bar with the Luccs logo and 'YOUR DIGITAL DOOR' tagline. Below the logo are menu items: TASKS, DECLARATIONS, DOCUMENTS, and CERTIFICATES. A search bar contains 'LRN / MRN' and a language dropdown is set to 'EN'. The main content area is titled 'GUARANTEE' and displays details for a specific guarantee, including GRN, type, guarantor, reference amount, status, and office. A 'REGISTER REVIEW REQUEST' button is visible. Below this is a tabbed interface with 'Transactions' selected. The 'LIST OF TRANSACTIONS' section includes a table with columns for MRN, PROCEDURE, CURRENT USE (EUR), and STATUS. Two transactions are listed, both with a status of 'NOT WRITTEN-OFF'. A sidebar on the right contains a navigation menu with categories like 'Main details', 'Balance', and 'Usage'.

MRN	PROCEDURE	CURRENT USE (EUR)	STATUS
22LU94717865691894	Deferred payment for excise transactions	100,00	NOT WRITTEN-OFF
22LU28091268370876	Deferred payment for excise transactions	100,00	NOT WRITTEN-OFF

Figure 259: Guarantee - List of transactions

16.3.2.1 HOW TO CONSULT THE DETAILS OF USE OF THE GUARANTEE FOR A TRANSACTION

Click on the button  to the left of the transaction's MRN to get details of the transaction's use of the guarantee.

Note: The information displayed depends on the type of guarantee and the procedure covered by the guarantee. For a transit procedure, an additional **Transit Details** section is visible. In addition, for Type 4 guarantees, there is not a **List of events**, but a **List of vouchers** is displayed.

Figure 260: Guarantee - List of events of a transaction (not type 4 and not for transit)

Figure 261: List of vouchers used by the transaction and transit details (type 4 guarantee)

16.3.2.2 HOW TO FILTER THE TRANSACTIONS

It is possible to filter the list of transactions according to several criteria.

1. Click on the **'Filters'** button above the list of transactions.
2. Enter your search criteria.
3. Click on **'Apply'**.

The list of transactions is filtered based on the selected search criteria.

16.3.3 HOW TO CONSULT THE DAILY USAGE OF THE GUARANTEE

It is only possible to consult the daily use of a guarantee for types 0 and 1.

To consult this information:

1. Open the **Guarantee** page (type 0 or 1) via its **GRN**.
2. Click on the **Balance** button.
3. The **'Daily Usage'** tab is selected by default.

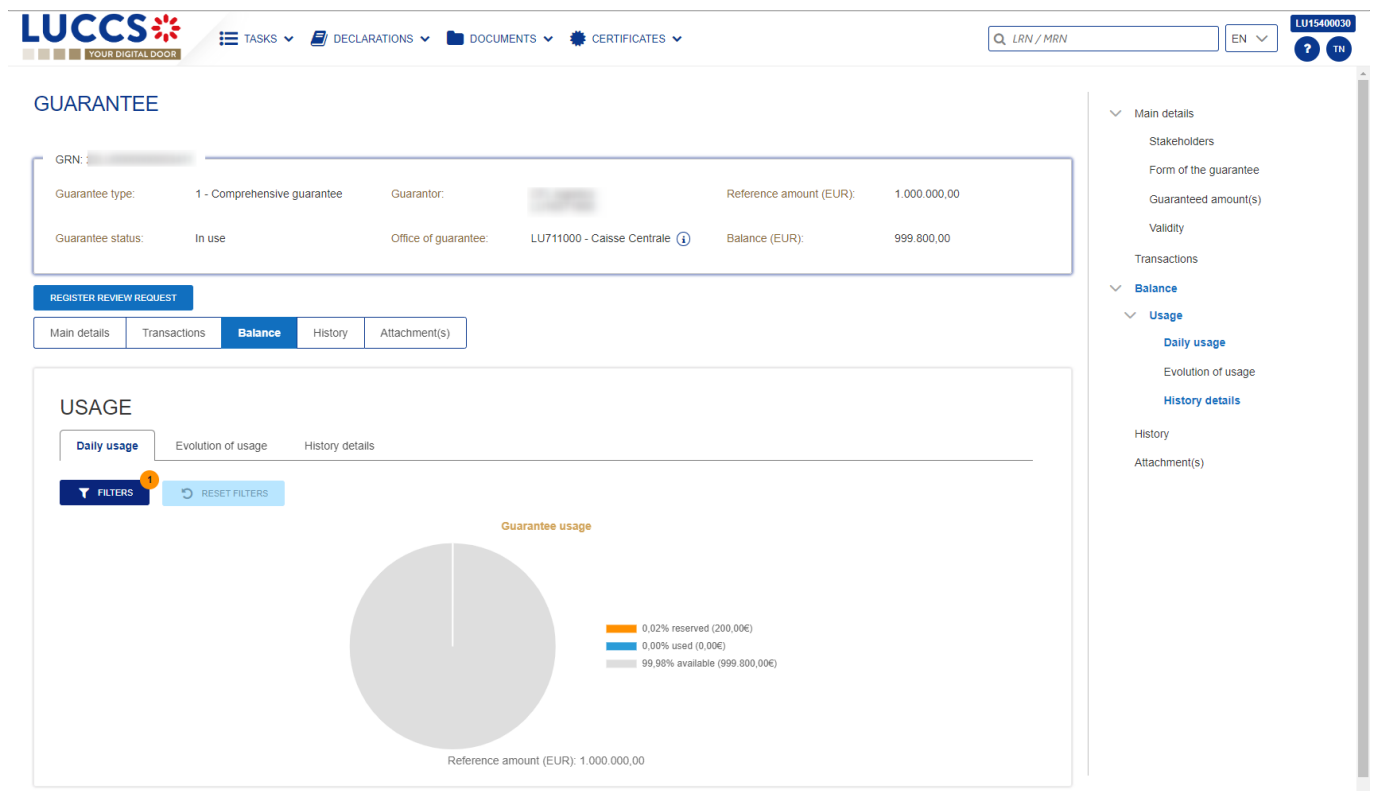


Figure 262: Guarantee - Daily use of the guarantee

16.3.3.1 HOW TO FILTER THE DAILY GUARANTEE USAGE

It is possible to filter the daily use of the guarantee according to several criteria.

1. Click on the **'Filters'** button above the chart.
2. Enter your search criteria.
3. Click on **'Apply'**.

The Daily usage is filtered based on the selected search criteria.

16.3.4 HOW TO CONSULT THE GUARANTEE'S EVOLUTION OF THE USAGE

It is only possible to consult the evolution of the use of a guarantee for types 0 and 1. To consult this information:

1. Open the **Guarantee** page (type 0 or 1) via its **GRN**.
2. Click the **Balance** button.
3. Click on the **'Evolution of Usage'** tab.
4. The Guarantee's usage in the last 30 days is displayed.

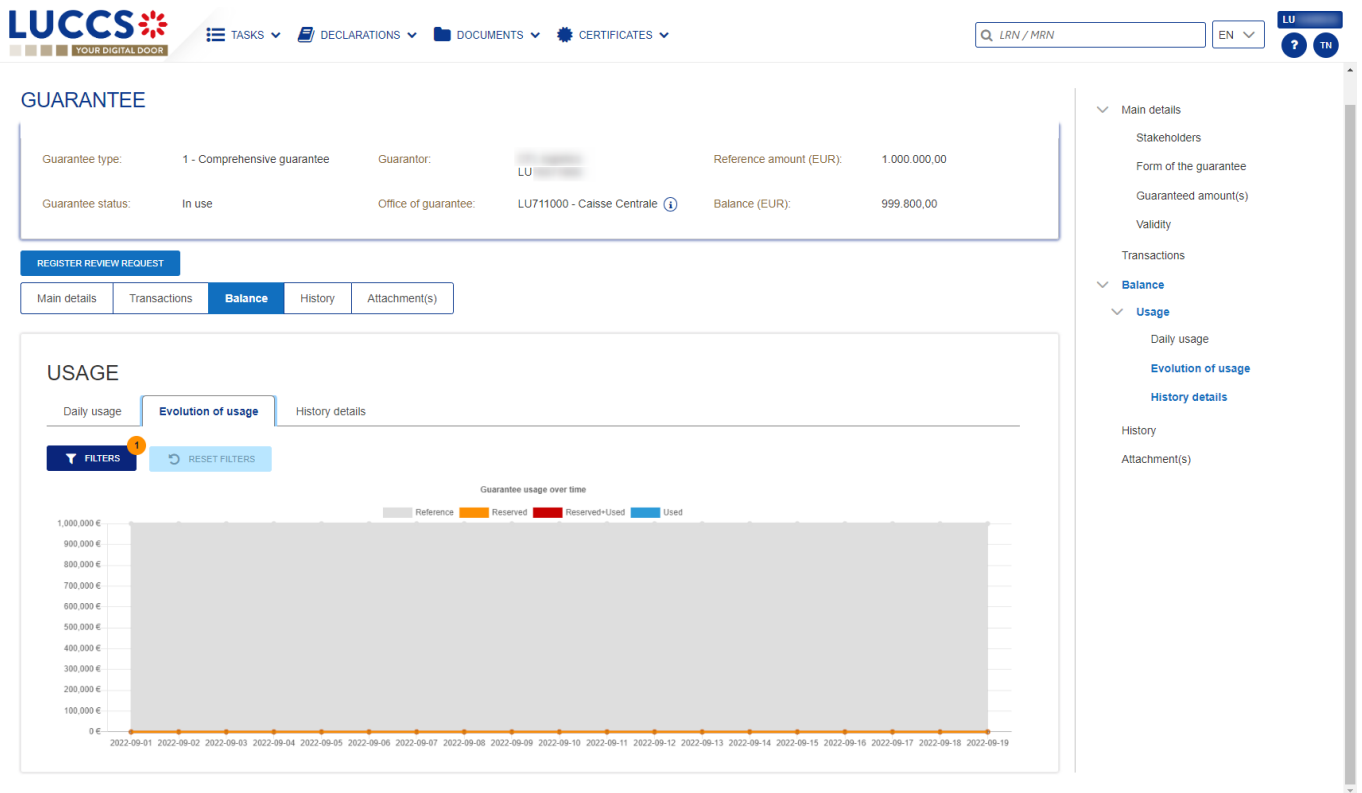


Figure 263: Guarantee - Evolution of usage

Note: It is possible to hide certain amounts by clicking on the colour button next to the desired amount (reference, reserved, etc.).

16.3.4.1 HOW TO FILTER THE GUARANTEE'S EVOLUTION OF USAGE

It is possible to filter the guarantee's evolution of the usage according to several criteria.

1. Click on the **'Filters'** button above the chart.
2. Enter your search criteria.
3. Click on **'Apply'**.

The evolution of usage is filtered based on the selected search criteria.

16.3.5 HOW TO CONSULT THE GUARANTEE'S USAGE HISTORY

It is only possible to consult the guarantee's history of usage for types 0, 1, 2 and I. To consult this information:

1. Open the **Guarantee** page (type 0, 1, 2 or I) via its **GRN**.
2. Click on the **Balance** button.
3. Click on the **'History Details'** tab.
4. The list of events related to the guarantee's usage in the last 30 days is displayed.

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TASKS DECLARATIONS DOCUMENTS CERTIFICATES

GRN / MRN EN ? TN

GUARANTEE

GRN: [REDACTED]

Guarantee type:	1 - Comprehensive guarantee	Guarantor:	[REDACTED]	Reference amount (EUR):	10.000,00
Guarantee status:	Valid	Office of guarantee:	LU711000 - Caisse Centrale	Balance (EUR):	10.000,00

MANAGE ACCESS CODES REGISTER REVIEW REQUEST

Main details Transactions **Balance** History Attachment(s)

USAGE

Daily usage Evolution of usage **History details**

FILTERS RESET FILTERS

DATE	EVENT TYPE	MRN	PROCEDURE	AMOUNT (EUR)	REFERENCE AMOUNT (EUR)	GUARANTEE AVAILABLE AMOUNT (EUR)	PROCEDURE AVAILABLE AMOUNT (EUR)
15/09/2022 11:37	Guarantee registered	-	-	-	10.000,00	10.000,00	0,00

Main details Stakeholders Form of the guarantee Guaranteed amount(s) Validity Transactions

Balance Usage Daily usage Evolution of usage **History details** History Attachment(s)

Figure 264: Guarantee – Guarantee’s usage history details

16.3.5.1 HOW TO FILTER THE GUARANTEE’S USAGE HISTORY

It is possible to filter the guarantee’s history of the usage according to several criteria.

1. Click on the **Filters** button above the list of events.
2. Enter your search criteria.
3. Click on **Apply**.

The guarantee’s history of usage is filtered based on the selected search criteria.

16.3.6 HOW TO CONSULT THE GUARANTEE’S ATTACHMENTS

To consult the attachments related to the guarantee:

1. Open the **Guarantee** page via its **GRN**.
2. Click on the **Attachment(s)** button.
3. The documents related to the guarantee are displayed.

GUARANTEE

GRN: 22LU

Guarantee type:	1 - Comprehensive guarantee	Guarantor:		Reference amount (EUR):	11.000.000,00
Guarantee status:	In use	Office of guarantee:	LU711000 - Caisse Centrale	Balance (EUR):	7.667.077,46

REGISTER REVIEW REQUEST

- Main details
- Transactions
- Balance
- Review request(s)
- History
- Attachment(s)**

No element

- Main details
 - Stakeholders
 - Form of the guarantee
 - Guaranteed amount(s)
 - Validity
- Transactions
- Balance
- Usage
 - Daily usage
 - Evolution of usage
 - History details
- Review request(s)
- History
- Attachment(s)**

Figure 265: Guarantee - Attachment(s)

16.3.7 HOW TO CONSULT THE GUARANTEE'S HISTORY

The Guarantee's action history contains events related to the guarantee, such as events related to tasks performed, guarantee status changes and messages exchanged with the Office of guarantee.

To consult the guarantee's actions history:

1. Open the **Guarantee** page via the **GRN**.
2. Click on the **History** button.
3. The guarantee's actions history is available.

GUARANTEE

GRN: [redacted]

Guarantee type:	1 - Comprehensive guarantee	Guarantor:		Reference amount (EUR):	10.000,00
Guarantee status:	Valid	Office of guarantee:	LU711000 - Caisse Centrale	Balance (EUR):	10.000,00

MANAGE ACCESS CODES REGISTER REVIEW REQUEST

- Main details
- Transactions
- Balance
- History**
- Attachment(s)

DATE	ACTION TYPE	DESCRIPTION	USER / SYSTEM
15/09/2022 11:37	Guarantee status set	Valid	Customs
15/09/2022 11:37	Message sent	CCNG003A - Guarantee acceptance notification	Customs

- Main details
 - Stakeholders
 - Form of the guarantee
 - Guaranteed amount(s)
 - Validity
- Transactions
- Balance
- Usage
 - Daily usage
 - Evolution of usage
 - History details
- History**
- Attachment(s)

Figure 266: Guarantee - History

16.4 REQUEST FOR REVIEW OF A GUARANTEE

16.4.1 HOW TO SUBMIT A GUARANTEE REVIEW REQUEST

It is possible to request a guarantee review when the following three conditions are met:

1. The guarantee type is 0 or 1,
2. Its status is different from: **Cancelled** or **Invalid**,
3. There is no review request in progress.

When these conditions are met, it is possible to request a review of the guarantee. To do this:

1. Open the **Guarantee** page via its **GRN**.
2. Click the **Register Review Request** REGISTER REVIEW REQUEST action button.
3. The review request form opens.
4. Fill in the request information. You can attach documents if necessary.
5. Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

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TASKS DECLARATIONS DOCUMENTS CERTIFICATES

LRN / MRN EN LU ? TR

REGISTER REVIEW REQUEST

GRN: [input field]

Guarantee type:	0 - Guarantee waiver	Guarantor:	[blurred]	Reference amount (EUR):	10.000,00
Guarantee status:	Suspended	Office of guarantee:	LU711000 - Caisse Centrale ⓘ	Balance (EUR):	10.000,00

GUARANTEE REVIEW

Request *

[input field]

ATTACHMENT(S)

No element

+ DOCUMENT

SUBMIT CANCEL


Figure 267: Registering a Guarantee Review Request

16.4.2 HOW TO CONSULT THE REQUEST AND RESPONSE TO THE GUARANTEE REVIEW REQUEST

To consult the guarantee review request:

1. Open the **Guarantee** page via its **GRN**.
2. Click on the **Review Request(s)** button (button only displayed once a review request has been made)
3. The review requests (as well as Customs responses if received) are displayed.

Figure 268: Guarantee - Review request(s)

Note: When the response to the guarantee review request is received, an envelope icon  appears next to the GRN in the Guarantees list.





16.5 GUARANTEE ACCESS CODES

16.5.1 HOW TO MODIFY THE ADDITIONAL ACCESS CODES OF A GUARANTEE AND/OR CONSULT THE MASTER ACCESS CODE

The Additional access codes can be changed and/or the master access code of a guarantee can be consult when the following three conditions are met:

1. The guarantee type is 0 or 1,
2. The guarantee is international (transit for example),
3. Its status is different from: **Cancelled** or **Invalid**.

When these conditions are met, it is possible to modify the additional access codes and/or view the master access code. To do this:



1. Open the **Guarantee** page via its **GRN**.
2. Click on the **Manage access codes** action button 
3. The manage access code form opens.
4. The master access code can be viewed by clicking on the 
5. Additional access codes can be added by clicking on the  button or deleted by clicking on the 
6. Click on **Submit** to save changes to additional access codes.

MANAGE ACCESS CODES

GRN: 221 

Guarantee type:	1 - Comprehensive guarantee	Guarantor:	[REDACTED]	Reference amount (EUR):	10.000,00
Guarantee status:	Valid	Office of guarantee:	LU711000 - Caisse Centrale 	Balance (EUR):	10.000,00


GENERAL INFORMATION

Master access code  

ADDITIONAL ACCESS CODES

ACCESS CODE	CONFIRM ACCESS CODE	ACTIONS
<input type="text"/>	<input type="text"/>	  

Figure 269: Guarantee Access Code Management

Note: The button  allows you to copy the master access code or and the additional access code.

17 DEBT MANAGEMENT

17.1 ACCESSING THE DEBTS LIST

Open the **Debts Management Menu > Debts incurred list** page.

17.2 HOW TO CONSULT THE LIST OF DEBTS INCURRED

In the **Debts list** you will find all debts incurred related to your import or excise declarations, and/or for which you are the debtor.

MRN	PROCEDURE / DECLARATION	CONSIGNEE / IMPORTER	REPRESENTATIVE	AMOUNT (EUR)	DEBT DATE	PAYMENT DATE	PAYMENT MODE	DEBT STATUS
24LU700L000001A6R9	Import - H1 Release for free circulation	[REDACTED]	-	650.6	20/03/2024 07:33	-	A - Payment in cash	WAITING PAYMENT
24LU701L0000019ER4	Import - H7 Low value consignment	[REDACTED]	-	123.78	19/03/2024 17:00	-	E - Deferred or postponed payment	BOOKED
24LU700L0000019PR5	Import - H1 Release for free circulation ⓘ	[REDACTED]	-	320	19/03/2024 13:35	-	E - Deferred or postponed payment	BOOKED
24LU700L0000019LR9	Import - H1 Release for free circulation	[REDACTED]	-	581.2	19/03/2024 11:47	-	E - Deferred or postponed payment	BOOKED
24LU700L0000019KR0	Import - H1 Release for free circulation	[REDACTED]	-	581.2	19/03/2024 11:46	-	E - Deferred or postponed payment	BOOKED

Figure 270: Debts list

The list is ordered by date (date of the debt) with the most recent debts at the top.

17.3 CONSULT DEBT INFORMATION

Each debt is displayed in the list with the following information:

- **MRN:** the declaration identifier.
- **Procedure / Declaration:** the customs procedure of the declaration (import or excise).
- **Consignee/ Importer:** the name and EORI of the consignee (for an excise procedure); the name and EORI of the importer (for an import procedure).
- **Representative:** the name and EORI of the representative.
- **Amount:** the total amount in euro of the debt incurred.
- **Debt date:** the date on which the debt was incurred.
- **Payment date:** date on which the payment is effectuated.
- **Payment mode:** the method of payment indicated in the declaration.
- **Debt Status:** the status of the debt.

Note: You can access the **Debts Details** in the **Declaration View** by clicking on the **MRN**.


17.4 FILTER DEBTS

It is possible to filter the list of debts according to several criteria.

1. Click on the **'Filters'** button above the list.
2. Enter your filter criteria.
3. Click on **'Apply'**.

The list of debts is filtered based on the selected search criteria.

17.5 SORT THE LIST OF DEBTS

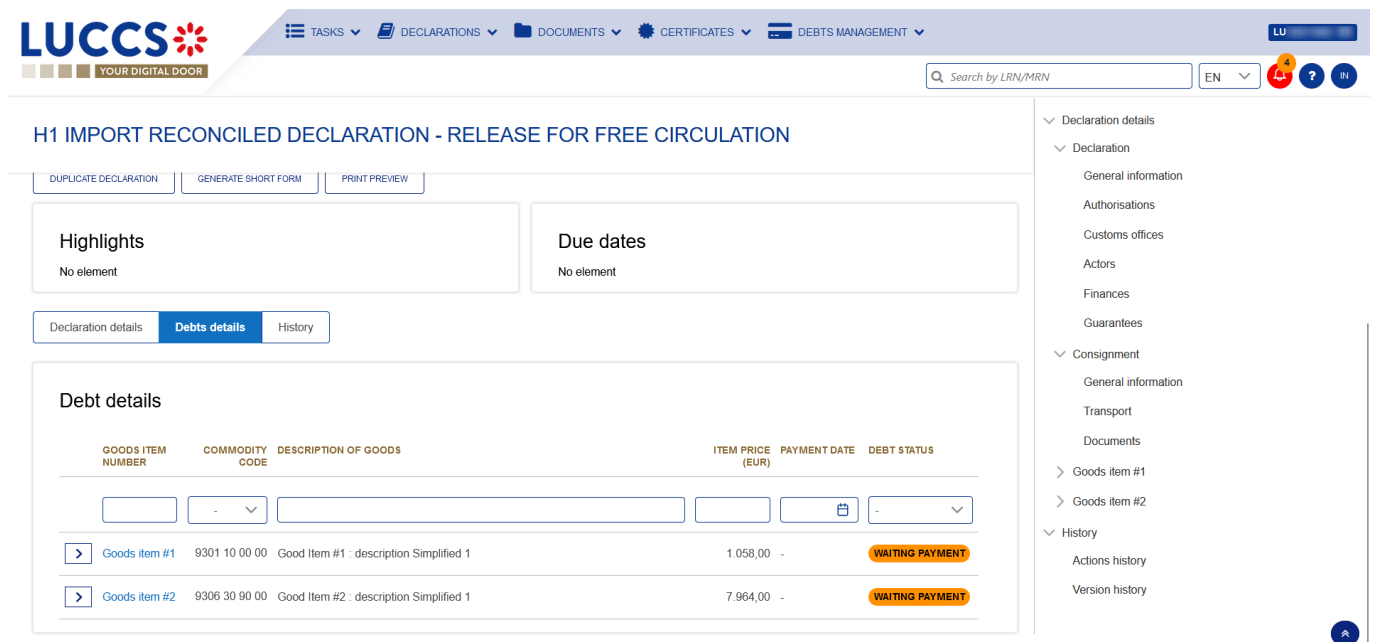
Click on  to change the display order (ascending/descending) based on the date of the debt.

17.6 HOW TO CONSULT THE DETAILS OF DEBTS CONTRACTED FOR A GIVEN DECLARATION

The details of debts can be consulted from the **list of debts** contracted or directly in the declaration view in the "Debt details" tab.

To view the debt details of an import declaration:

1. Open the **Import or Excise Declaration** page via its **LRN/MRN**.
2. Click on the **Debts Details** button.



The screenshot displays the Luccs web application interface. At the top, there is a navigation bar with the Luccs logo and the tagline 'YOUR DIGITAL DOOR'. The main navigation menu includes 'TASKS', 'DECLARATIONS', 'DOCUMENTS', 'CERTIFICATES', and 'DEBTS MANAGEMENT'. A search bar is located on the right side of the navigation bar, with the text 'Search by LRN/MRN'. The user's language is set to 'EN'. The main content area shows the 'H1 IMPORT RECONCILED DECLARATION - RELEASE FOR FREE CIRCULATION' page. There are three buttons at the top: 'DUPLICATE DECLARATION', 'GENERATE SHORT FORM', and 'PRINT PREVIEW'. Below these are two boxes: 'Highlights' (No element) and 'Due dates' (No element). The 'Debt details' tab is selected, and the 'History' tab is also visible. The 'Debt details' section contains a table with the following columns: 'GOODS ITEM NUMBER', 'COMMODITY CODE', 'DESCRIPTION OF GOODS', 'ITEM PRICE (EUR)', 'PAYMENT DATE', and 'DEBT STATUS'. The table has two rows of data:

GOODS ITEM NUMBER	COMMODITY CODE	DESCRIPTION OF GOODS	ITEM PRICE (EUR)	PAYMENT DATE	DEBT STATUS
Goods item #1	9301 10 00 00	Good Item #1 : description Simplified 1	1.058,00	-	WAITING PAYMENT
Goods item #2	9306 30 90 00	Good Item #2 : description Simplified 1	7.964,00	-	WAITING PAYMENT

On the right side of the page, there is a sidebar menu with the following items: Declaration details, Declaration (General information, Authorisations, Customs offices, Actors, Finances, Guarantees), Consignment (General information, Transport, Documents), Goods item #1, Goods item #2, History (Actions history, Version history).

Figure 271: Import Declaration - "Debt Details" tab

3. The debt data related to the declaration is displayed and can be filtered by:

- **item number**
- **Commodity code**
- **Description of goods**
- **Item price (EUR)**
- **Payment date**
- **Debt status**

Clicking on the icon  additional information will be displayed.

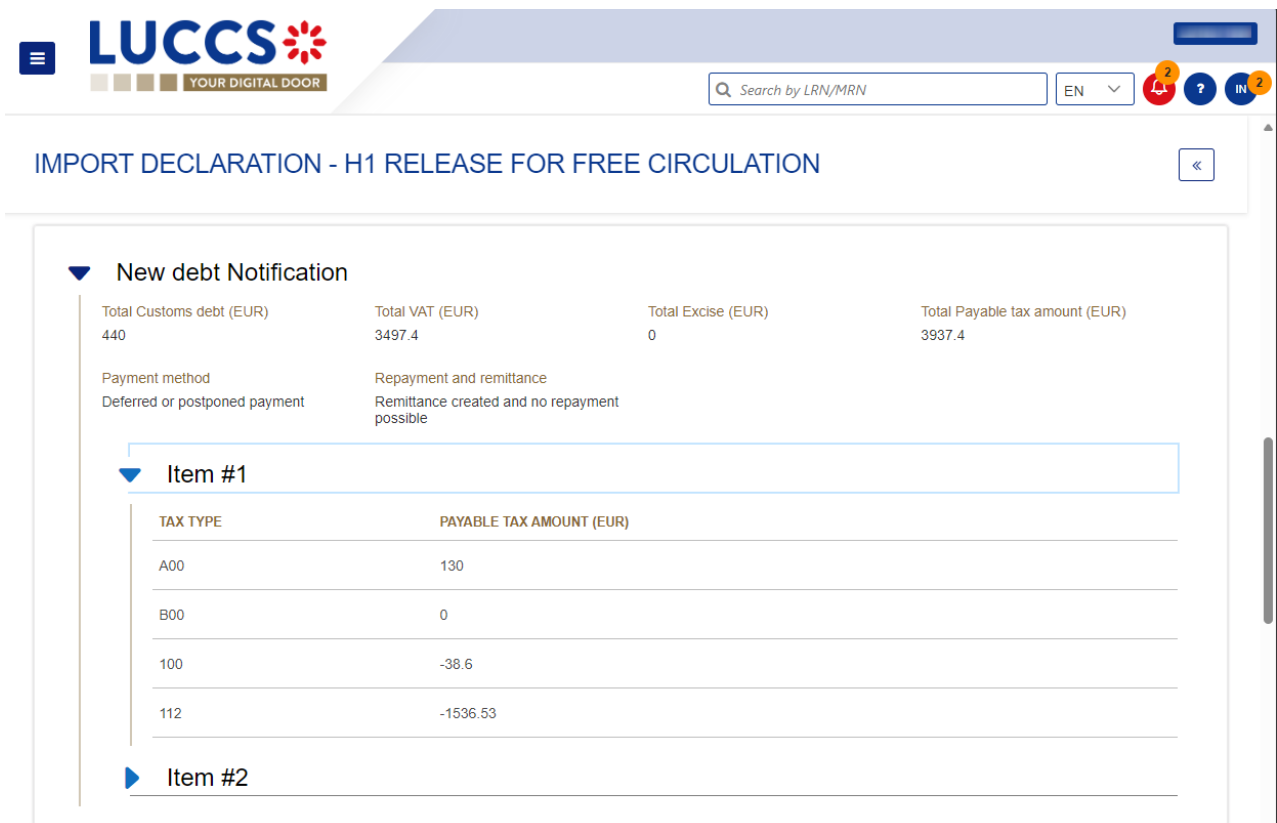
The debt details give a precise view of the debt data related to a declaration. Hyperlinks and filters are available to facilitate navigation.

17.7 HOW TO CONSULT THE NEW DEBT NOTIFICATION AFTER AN AMENDMENT

When the Customs accepts an amendment that change the debt amount, the Economic Operator is notified.

To consult the new debt notification:

1. Open the **Import or AC4 declaration** page via its **LRN/MRN**.
2. Click on the **New debt notification** hyperlink in the Highlights or click on the **Operational Details** button.
3. The **new debt notification** card is available and contains information about the new debt amount.



The screenshot shows the LUCCS web interface. At the top, there is a search bar with the text 'Search by LRN/MRN' and a language dropdown set to 'EN'. Below the search bar, the page title is 'IMPORT DECLARATION - H1 RELEASE FOR FREE CIRCULATION'. The main content area features a 'New debt Notification' card. This card contains the following summary data:

Total Customs debt (EUR)	Total VAT (EUR)	Total Excise (EUR)	Total Payable tax amount (EUR)
440	3497.4	0	3937.4

Below the summary, the 'Payment method' is listed as 'Deferred or postponed payment' and the 'Repayment and remittance' status is 'Remittance created and no repayment possible'. The card also displays a table for 'Item #1' with the following data:

TAX TYPE	PAYABLE TAX AMOUNT (EUR)
A00	130
B00	0
100	-38.6
112	-1536.53

The card also shows a partially visible 'Item #2' section below the table.

Figure 272: Newt debt notification card

17.8 HOW TO SUBMIT A REQUEST FOR REPAYMENT/REMITTANCE (REP/REM)

Once the items have been released, you can submit a remittance request of your debt (in case the debt has not yet been settled) or a repayment request (in case the debt has already been settled). You can submit such requests under standard and reconciled import declarations (centralised clearance or national declarations) or excise declarations.

Note : MRNs for centralised clearance declarations and MRNs for national declarations cannot be referenced in the same repayment / remittance request.

To submit a repayment / remittance request of the debt:

1. Open the **Debts Management Menu > New repayment/remittance** page.
2. The registration form opens.
3. Choose the **Request type:** Repayment request / Remittance request.

The screenshot shows the LUCCS web interface for registering a remittance request. The top navigation bar includes 'TASKS', 'DECLARATIONS', 'DOCUMENTS', 'CERTIFICATES', and 'DEBTS MANAGEMENT'. The main heading is 'REGISTER A REMITTANCE REQUEST FOR IMPORT'. The form is divided into three main sections: 'Request type' with 'Repayment request' selected, 'Representation' with 'Representation' selected, and 'Requester' with 'EORI number' set to 'LU16571800' and 'Contact person' as 'Johnny Chicago'. A sidebar on the right provides a menu for 'Request type', 'Representation', and 'Requester'.

Figure 273: Register a repayment/ remittance request

4. Fill in the information related to the request and change the fields you wish to modify. When you enter an MRN for a centralised clearance declaration, a 'CCI' badge will appear next to the MRN entered to inform you that it is a centralised clearance declaration.

REGISTER A REMITTANCE REQUEST FOR IMPORT

Items for remittance ¹

Information The MRN shall be valid for the procedure selected and the status of the related declaration shall be at least 'Partially Released'. For the same request, only MRNs of the same category are allowed (only MRNs of national declarations or MRNs of centralised clearance declarations).

MRN *	ITEM IDENTIFIER *	ACTIONS
<input type="text" value="24LU700L000004PWR1"/> CCI	<input type="text"/>	<input type="button" value="+"/>

Figure 274275: CCI Pills on repayment/ remittance request

- Click on **Submit**. A confirmation pop-up opens, click on **Yes**.

When the submission is successful, your request is submitted to the customs authorities. You are then redirected to your last active page.

When the submission is not successful, you must correct the errors.

17.9 HOW TO CONSULT A REPAYMENT/REMITTANCE REQUEST

Once the request has been submitted, you can consult it in the Repayment / Remittance view.

To view the Repayment / Remittance request data:

- Open the **repayment / remittance request** page via its **ID (Identifier)**.
- Click the **Repayment / Remittance details** button.
- The repayment / remittance request data is displayed:
 - General information
 - Declaration(s) details
 - Documents

REPAYMENT - IMPORT

REP: REP23000039

Request date:	28/04/2023 15:33	Total requested amount (EUR):	100,00	Status:	VALIDATED
---------------	------------------	-------------------------------	--------	---------	------------------

<p>Highlights</p> <p>Acknowledgement</p> <p>Notification on 28/04/2023 15:33</p>	<p>Due dates</p> <p>No element</p>
---	---

- Operational details
- Repayment details**
- History

Repayment

General information Declaration(s) details Documents

Total requested amount (EUR)	Total paid amount (EUR)	VALIDATED
100	1092.3	

- Operational details
 - Acknowledgement
- Repayment details
 - General information**
 - Declaration(s) details
 - Documents
 - History

Figure 276: Repayment request details

17.10 HOW TO RESPOND TO A REQUEST FOR ADDITIONAL INFORMATION IN A REPAYMENT/REMITTANCE REQUEST

When the customs authorities are examining your repayment/remittance request, they may ask you for additional information. In this case, you will need to perform the mandatory task **Register additional information**.

To perform the **Register additional information** task:

1. Open the **Repayment/Remittance Request** page. The mandatory task **Register additional information** is available or go to the **tasks list**.
2. Click on the mandatory task **Register additional information**.
3. The form opens.

The screenshot shows the LUCCS interface for the 'REGISTER ADDITIONAL INFORMATION' task. The header includes the LUCCS logo and navigation menus for TASKS, DECLARATIONS, DOCUMENTS, CERTIFICATES, and DEBTS MANAGEMENT. A search bar and language selector (EN) are also present. The main content area displays the following details for request REM: REM23000072:

Request date:	04/05/2023 09:25	Total requested amount (EUR):	7,00	Status:	AWAITING ADDITIONAL INFORMATION
Information requested	Additional information requested		Request deadline date	03/06/2023 09:26	

Below the details is a text input field for 'Additional information' and an 'Attachment(s)' field with a plus icon. At the bottom, there are 'SUBMIT' and 'CANCEL' buttons. The footer of the page reads 'NTP Version 5 Rev 1.0 - Sitemap'.

Figure 277 : Register additional information

4. Fill in the requested information.
5. Click on **Submit**.

Once the request has been submitted, you can view the information of the response to the additional information request in the **Reimbursement/Remittance request** view.

REMITTANCE - IMPORT

▼ Additional information

▼ ANSWER TO INFORMATION PROVIDED FOLLOWING CUSTOMS REQUEST

Information provided
Additional information

Attachments

REFERENCE NUMBER	NAME	ISSUING AUTHORITY NAME	DATE OF VALIDITY	UPLOADED BY	ACTION(S)
13214654654146546541	Preuve de retour Post (1).png	-	-		📄 🗨️

▼ ADDITIONAL INFORMATION REQUEST FROM CUSTOMS

Request date and time	Request deadline date	Information requested
27/04/2023 15:30	27/05/2023 15:30	add info

- ▼ Operational details
 - Right to be heard
 - Conditions requested by customs
 - Right to be heard
 - Additional information request
 - Acknowledgement
- ▼ Remittance details
 - General information
 - Declaration(s) details
 - Documents
 - History

Figure 278: Additional information – Repayment and remittance

17.11 HOW TO EXERCISE YOUR RIGHT TO BE HEARD IN A REPAYMENT / REMITTANCE REQUEST

When the customs authorities indicate their intention to reject the repayment / remittance request, the user must perform the mandatory task **Register Right to be Heard**, to confirm or deny his intention to exercise his right to be heard, within 30 days.

To perform the task **Register Right to be Heard**:

1. Open the Repayment/Remittance page. The mandatory task **Register Right to be Heard** is available or go to the **tasks list**.
2. Click on the mandatory task **Register Right to be Heard**. The form opens.

REGISTER RIGHT TO BE HEARD

REM: REM23000074

Request date: 27/04/2023 15:29	Total requested amount (EUR): 4,00	Status: AWAITING RIGHT TO BE HEARD
Expiration date for right to be heard: 28/05/2023 02:00	Reason for intention not to accept conditions	

Justification *

Attachment(s) +

Figure 279: Register right to be heard - form (repayment/remittance)

3. Fill in the information about your right to be heard.
4. Click on **Submit**.

Once you have submitted the form, you can view the information about your right to be heard in the repayment / remittance request view.

REPAYMENT - IMPORT

14.94

Operational details

Repayment details

History

▼ Right to be heard

- ▼ RIGHT TO BE HEARD PROVIDED FOLLOWING CUSTOMS REQUEST
 - Information provided
ok i use my RTBH
 - Attachments
No element
- ▼ RIGHT TO BE HEARD REQUEST FROM CUSTOMS

Request date and time 28/04/2023 14:52	Expiration date for right to be heard 28/05/2023 14:52	Reason for intention not to accept test rtbh
---	---	---

▼ Operational details

- Right to be heard
- Right to be heard
- Acknowledgement
- ▼ Repayment details
- General information
- Declaration(s) details
- Documents
- History

Figure 280: Right to be heard - details (repayment/remittance)

17.12 HOW TO ANSWER TO CONDITIONS IN A REPAYMENT/REMITTANCE REQUEST

When the customs authorities indicate their intention to grant repayment/remittance with conditions, the user must perform the mandatory task **Register answer to conditions**.

To perform the task **Register answer to conditions**:

1. Open the **Repayment/remittance request** page. The mandatory task **Register answer to conditions** is available or go to the **task list**.
2. Click on the hyperlink of the mandatory task **Register answer to conditions**. The form opens.

The screenshot shows the Luccs web interface for the 'REGISTER ANSWER TO CONDITIONS' task. The top navigation bar includes 'TASKS', 'DECLARATIONS', 'DOCUMENTS', 'CERTIFICATES', and 'DEBTS MANAGEMENT'. A search bar is labeled 'Search by LRN/MRN'. The main content area displays the following information:

REM: REM23000072			
Request date: 04/05/2023 09:25	Total requested amount (EUR): 7.00	Status: AWAITING CONDITIONS	
Expiration date: 23/05/2023 00:00	Conditions requested conditions		

Below the table is a 'Justification *' field with a character limit of 512. At the bottom, there is an 'Attachment(s) +' button and 'SUBMIT' and 'CANCEL' buttons.

Figure 281 : Register answer to conditions - form

3. Fill in the information about your conditions.
4. Click on **Submit**.

Once the form has been submitted, you can view the information in the **Repayment/remittance request** view.

Figure 282: Answer to the requested conditions - details

17.13 ACCESS THE REP/REM REQUESTS LIST

From the Menu **Debts Management > Repayment / remittance list**.

17.14 LIST OF REPAYMENT AND REMITTANCE REQUESTS

In the '**Repayment/remittance list**', you will find all import and excise repayment and remittance requests related to declarations for which you are the declarant or representative.

The list is ordered by date of request with the most recent at the top.

REP/REM LIST 132

FILTERS

RESET FILTERS

REQUEST ID	REQUEST TYPE	PROCEDURE	STATUS	REQUEST DATE	IF	REQUESTER	REPRESENTATIVE
REP23000039	Repayment	Import	VALIDATED	28/04/2023 15:33			
REP23000038	Repayment	Import	UNDER DECISION	28/04/2023 14:47			-
REP23000037	Repayment	Import	ACCEPTED	28/04/2023 14:38			-
REP23000036	Repayment	Import	REJECTED	28/04/2023 13:41			-
REP23000035	Repayment	Import	ACCEPTED	28/04/2023 13:02			-
REM23000076	Remittance	Import	VALIDATED	28/04/2023 07:27			-
REP23000034	Repayment	Import	VALIDATED	27/04/2023 16:39			-
REM23000075	Remittance	Import	VALIDATED	27/04/2023 16:39			-
REM23000074	Remittance	Import	AWAITING RIGHT TO BE HEARD	27/04/2023 15:29			-

Figure 283: List of repayment and remittance requests (REP /REM)

17.15 CONSULT INFORMATION RELATED TO A REPAYMENT/REMITTANCE REQUEST

Each repayment / remittance request is displayed in the list with the following information:

- **Request ID:** the unique reference of the repayment/remittance request.
- **Request type:** repayment or remittance.
- **Procedure / Declaration:** import or excise (AC4).
- **Status:** the status of the request.
- **Request date:** the date the request was submitted.
- **Requester:** the name and EORI of the holder of the request.
- **Representative:** the name and EORI of the representative.

Note: you can access the **Repayment/remittance view** by clicking on the **Request ID**.

17.16 FILTER REPAYMENT/REMITTANCE REQUESTS

It is possible to filter the list of repayment and remittance requests according to several criteria.

1. Click on the **"Filters"** button above the list.
2. Enter your filter criteria.
3. Click on **"Apply"**.

The list is filtered based on the selected search criteria.

17.17 SORT THE LIST OF REPAYMENT/REMITTANCE REQUESTS

Click on to change the display order (ascending/descending) based on the date of the request.



18 ANNEXES

Legend:

Available functionality
Functionality not possible for this procedure

18.1 MANDATORY TASKS BY CUSTOMS PROCEDURE

Task	Transit	Import	Temporary storage	Export
Register presentation notification				
Register declaration amendment				
Register decision to amend declaration following suggestion from customs (Register suggested amendment)				
Register right to be heard				
Register unloading remarks				
Register information about non-arrived movement				
Register a supplementary declaration				
Register correction following a partial presentation				

Register requested documents / information	Red	Green	Green	Red
Register advice on required amendment	Red	Red	Green	Red
Register suggested amendment	Green	Green	Green	Green
Register a declaration	Red	Red	Green	Green
Register information on non-exited export'	Red	Red	Red	Green
Register manifest	Red	Red	Red	Green
Register exit notification	Red	Red	Red	Green
Repayment and remittance				
Register right to be heard	Red	Green	Red	Red
Register additional information	Red	Green	Red	Red
Register answer to conditions	Red	Green	Red	Red

18.2 OPTIONAL TASKS BY CUSTOMS PROCEDURE

Task	Transit	Import	Excise	Temporary storage	Export
Register cancellation request	Green	Green	Red	Red	Green
Register invalidation request	Green	Green	Green	Green	Green

Register correction request					
Register amendment request					
Register intention to transfer					
Register national arrival notification					
Register transfer completion					
Register repayment/remittance request					
Register exit of goods					

18.3 MESSAGES BY CUSTOMS PROCEDURE

Customs procedure	IE version	IE name
	IE004	Amendment acceptance
	IE007	Arrival notification
	IE009	Invalidation decision
	IE013	Declaration amendment
	IE014	Declaration invalidation request
	IE015	Declaration data
	IE019	Discrepancies
	IE022	Notification to amend declaration

Transit	IE025	Goods released notification
	IE028	MRN allocated
	IE029	Release for transit
	IE035	Recovery notification
	IE043	Unloading permission
	IE044	Unloading remarks
	IE045	Write-off notification
	IE051	No release for transit
	IE055	Guarantee not valid
	IE056	Rejection from office of departure
	IE057	Rejection from office of destination
	IE060	Control decision notification
	IE061	Control decision notification at destination
	IE140	Request on non-arrived movement
	IE141	Information about non-arrived movement
	IE170	Presentation notification for the pre-lodged declaration
	IE182	Forwarded incident notification to ED
	IE928	Positive acknowledge
Temporary storage	IETS004	Amendment acceptance
	IETS010	Invalidation notification
	IETS013	Amendment request
	IETS014	Invalidation request
	IETS015	Temporary storage declaration
	IETS016	Rejection for customs reason
	IETS019	Control result notification
	IETS020	Declarant advice on control findings
	IETS028	MRN allocation
	IETS029	End of TS notification
	IETS030	Intended transfer notification

	IETS031	Arrival notification in case of movement of goods under TS
	IETS032	Intended transfer acceptance notification
	IETS034	Transfer completion notification
	IETS035	Transfer completion acceptance notification
	IETS046	Reminder notification (time in TS)
	IETS047	Notify timer TS expiry
	IETS056	Rejection for functional reason
	IETS060	Control decision notification
	IETS061	Movement of goods to the customs place for control notification
	IETS062	Release the goods from customs place notification
	IETS063	Request for additional document/information notification
	IETS064	Request for additional document/information reminder
	IETS065	Request for additional document/information cancellation notification
	IETS066	Additional information response notification
	IETS067	Additional information response acceptance notification
	IETS071	Pre-lodged TSD partially presented
	IETS928	Pre-lodged TSD registration notification
	IEPN056	Rejection for functional reason
	IEPN070	Presentation notification
	IEPN072	Notification of unmatched presentation notification
Import	IE40	New debt notification
	IE404	Amendment / Correction acceptance
	IE410	Invalidation/Cancellation of Import declaration
	IE413	Amendment/Correction notification
	IE414	Cancellation/Invalidation request
	IE415	Import customs declaration
	IE426	Registration notification
	IE428	Acceptance notification

	IE429	Release notification
	IE432	Presentation notification
	IE444	Physical control results
	IE446	Request Additional Documents Notification
	IE447	Documentary Control Results
	IE451	Non release notification
	IE456	Rejection notification
	IE460	Control decision notification
	IE109	Exceptional processes notification
	IE111	Registration notification
	IE114	Amendment/Invalidation/ Additional documents acknowledgement
	IE115	Import customs declaration
	IE116	Rejection notification
	IE119	Amendment request
	IE128	Acceptance notification
	IE129	Release notification
	IE159	Invalidation request
	IE160	Control decision notification
	IE176	Presentation notification rejection notification
	IE188	Amendment disagreement notification
	IE189	Intention non release notification
	IE190	Right to be heard notification
	IE191	Right to be heard acknowledgement
	IE196	Suspension notification
Guarantees	CCNG003A	Guarantee acceptance notification
	CCNG004A	Guarantee update notification
	CCNG005A	Guarantee suspension notification
	CCNG006A	Guarantee end of suspension notification

	CCNG007A	Guarantee revocation notification
	CCNG008A	Access code update notification
	CCNG010A	Guarantee review request
	CCNG011A	Guarantee review request response
Excise	AC4	Excise declaration
	AC4Acceptance	Acceptance notification
	AC4AmendmentRequest	Amendment notification
	AC4Closure	Release notification
	AC4DebtChange	New debt notification
	AC4InvalidationRequest	Invalidation request
	AC4Rejection	Rejection notification
	AC4RequestACK	Amendment/invalidation acknowledgement
	AC4RequestResponse	Exceptional process notification
Export	IE504	Export declaration amendment acceptance
	IE507	Arrival at exit
	IE509	Export invalidation decision
	IE510	Export invalidation notification
	IE511	Export presentation notification
	IE513	Export declaration amendment
	IE514	Export invalidation request
	IE515	Export declaration
	IE518	Exit result
	IE521	Diversion Rejection Notification
	IE522	Exit Release Rejection
	IE524	Forwarded Arrival Advice
	IE525	Exit release notification
	IE528	Export MRN allocated
	IE529	Release for export
	IE531	Expiry of Timer for Supplementary

IE547	Manifest Presentation
IE548	Manifest Validation
IE551	Export No Release
IE556	Rejection from office of export
IE557	Rejection from Office of Exit
IE560	Export control decision notification
IE561	Exit control decision notification
IE570	Re-Export Notification
IE571	Re-Export Notification Registration
IE573	Re-Export Notification Amendment
IE574	Re-Export Notification Amendment Acceptance
IE582	Request on non-exited export
IE583	Information on non-exited export
IE590	Exit notification
IE599	Export notification
IE601	EXS
IE604	EXS Amendment Acceptance
IE609	EXS/REN Invalidation Decision
IE613	EXS Amendment
IE614	EXS/REN Invalidation Request
IE615	Exit Summary Declaration
IE628	Exit Summary Declaration Acknowledgement
IEX11	Export Declaration Acknowledgement (CCX11C)
IEX12	Export Notification Intention To Not Release (CCX12C)
IEX13	Invalidation request acknowledgment
IEX14	Export Amendment Acknowledgement (CCX14C)
IEX15	Right To Be Heard acknowledgment (CCX15C)
IEX18	Export Suspension Notification (CCX18C)
IEX19	Export Request Amendment (CCX19C)

IEX22	REN Notification Intention To Not Release (CCX22C)
IEX24	REN Amendment Acknowledgement (CCX24C)
IEX25	REN Right To Be Heard Acknowledgement (CCX25C)
IEX29	REN Request Amendment (CCX29C)
IEX17	Right to be heard notification
IEX59	Exit confirmation
IEX57	Non-AES movement arrival at exit
IE507	Arrival at exit
IE509	Export invalidation decision

18.4 HOW TO COMPLETE AN IMPORT CUSTOMS DECLARATION

General principles

- ❖ The information required to submit the declaration is identified by a red star: *
- ❖ For information required under conditions, details and explanations are available using the information icon:



- ❖ The customs declaration is divided into three main sections:
 - « Declaration »
 - « Consignment »
 - « Item list »

Some information can be found in more than one section. It is then possible to choose to enter information in one or other of these sections.

In this way, information that applies to the entire declaration must be entered in the highest section, either "Declaration" or "Consignment". And respectively, information that is distinct for each item must be entered for each item.

- ❖ Depending on your declaration's customs procedure (H1, H2, H3...), some information does not need to be filled in. In this case, your NTP portal will not display the related section or information.

The customs procedures applicable to each data item explained in this document are indicated in brackets.

H1- RFFC – Release for free circulation

H1 – End use

H2 – Customs warehousing

H3 – Temporary admission

H4 – Inward processing

H5 – Trade with special fiscal territories

H7 – Low value consignment

An input help function is available when the input of a value is conditional. See Chapter 8 - [Input helpers](#)

18.4.1 SECTION 1 : DECLARATION (STANDARD OU SIMPLIFIED)

18.4.1.1 SUB-SECTION: IMPORT OPERATION

LRN (Local Reference Number) *(All customs procedures)*

Automatically assigned by the system, this is a reference that will uniquely identify the customs declaration. This reference will be used in communications with customs, as well as in the various list of the application.

Declaration type *(All customs procedures)*

- 'IM' for importations
- 'CO' for introductions and exportation (trade with special tax territories)

Additional declaration type *(All customs procedures)*

For declarations submit at the time of presentation of the goods

- 'A' for a standard customs declaration (under Article 162 of the Code)
- 'B' for a simplified declaration on occasional basis (under Article 166(1) of the Code)
- 'C' for a simplified customs declaration with regular use (under Article 166(2) of the Code)

For declarations submit before the time of presentation of the goods

- 'D' for lodging a standard customs declaration (such as referred to under code A) in accordance with Article 171 of the Code
- 'E' for lodging a simplified declaration (such as referred to under code B) in accordance with Article 171 of the Code
- 'F' for lodging a simplified declaration (such as referred to under code C) in accordance with Article 171 of the Code

Special case: Declaration's date *(All customs procedures)*

By default, this date is the current date.

For **customs regularisation declarations**, enter the date on which the declaration should have been submitted.

18.4.1.2 SUB-SECTION: CUSTOMS OFFICES

Customs office of supervision *(H1 RFFC, H1, H2, H3)*

- Select the country of the customs office of supervision.

Customs office of processing *(All customs procedures)*

18.4.1.3 SUB-SECTION: ACTORS

Enter here the parties involved in the movement of goods, the name or company name of the importer/exporter, declarant or representative if different from the importer/exporter.

Representation / Representative

Customs representation means acting on behalf of others in customs formalities and procedures.

Three values are available:

1. **No representation** (Default value)
2. **Direct representation**
The declaration is established by a customs representative acting in the name and on behalf of a third party.
3. **Indirect representation**
The declaration is established by a customs representative acting in his own name, but on behalf of a third party.

Declarant *(All customs procedures)*

Importer *(All customs procedures)*

Exporter *(H1 RFFC – H1 - H3 – H4 – H5 – H7)*

The exporter is the last seller of the goods before they are imported into the European Union, or in the case of a customs declaration for a low-value consignment (H7), the person who dispatches the goods, as stipulated in the contract of carriage by the party ordering the transport.

Buyer *(H1 RFFC – H1)*

Seller *(H1 RFFC – H1)*

Additional supply chain actor *(H1 RFFC – H1 – H2- H3 – H4 – H5)*

For more information, please refer to the section,8.4 [Actor filling helpers](#)

18.4.1.4 SUB-SECTION: AUTHORISATIONS

(H1 RFFC – H1 – H2 – H3 – H4 – H5)

In the list of authorisations, you will find all the authorisations for which you are the holder, or the authorisations of holders that you can represent.

The authorisation(s) must be entered according to the type of declaration.

For example, for a simplified customs declaration, if you have an authorisation, you can select it here.

- Select the authorisation type 'C512 – SDE'.
- The reference number and authorisation holder are automatically filled in by the system.

Special case: National authorisation

If you do not have a European authorisation when you fill in your customs declaration, you can request a national authorisation when you submit your declaration. This authorisation will be approved by the Luxembourg customs authorities in the context of your declaration and will not be applicable to other declarations.

Point of attention:

The selection of two authorisations of the same type, one European and one national, on the same declaration is not allowed.

For example:

For an "End-use" customs declaration, a national authorisation and a permanent end-use authorisation cannot coexist in the same declaration.

18.4.1.5 FOR MORE INFORMATION ON YOUR AUTHORISATIONS, PLEASE REFER TO CHAPTER 5.8 [LIST OF EUROPEAN AUTHORISATIONS](#).SUB-SECTION: FINANCES

Financial information

- **Nature of transaction** ([H1 RFFC – H1 – H2 – H3 – H4 – H5](#)): Indicate the type of contract under which the goods are supplied, e.g., goods sold exchanged, given as gifts, loaned, rented, sold or returned, etc.
- **Total amount invoiced** ([H1 RFFC – H1 – H3 – H4 – H5](#)): Invoice price corresponding to the total quantity of goods declared.
- **Invoice currency** ([H1 RFFC – H1 – H3 – H4 – H5](#)): Indicate the currency unit in which the payment is or must be made.
- **VAT additions and deductions (Eur)** ([H1 RFFC – H1 – H5](#)): To be completed if the importer does not have a Luxembourg VAT number.
- **Deferred payment** ([H1 RFFC – H1 – H3 – H4 – H7](#)): Indicate your payment account if you have provided a guarantee to the Customs and Excise Administration in order to benefit from deferred payment of customs duties.
- **Transport and insurance costs to the destination** ([H7](#)) Indicate here the costs of insurance and of transport, handling and unloading from the point of entry into the EU customs territory to the place of destination in the EU, as stated on the invoice. These are to be indicated on the invoice if separate from the intrinsic value on the invoice.

Customs additions and deductions (Eur) ([H1 RFFC – H1 – H5](#))

When the customs debt is established, the total amount paid (or payable) for imported goods may be subject to certain customs additions and deductions.

The code and amount of these additions and deductions must be provided in the case of a customs valuation method '1- Transaction value'.

- Code A – for additions
- Code B – for deductions

With amount information

Additional fiscal references ([H1 RFFC – H1 – H7](#))

Enter your VAT number here for H1 and H7 procedures (for IOSS)

Possibles codes are:

-
- FR1: TVA of the importer
 - FR2: TVA no Luxembourgish (to be associated with code FR3 when using procedure 42 and 63)
 - FR3: TVA of the fiscal representant
 - FR5: Procedure IOSS (H1-H7) – to be associated with the additional procedure C07 / F48

Example:

Consider the case of goods exported from Canada, imported into Luxembourg, and transported directly to a final customer in Belgium. The goods are released for free circulation in Luxembourg.

However, the importer in Luxembourg invoices a company in Germany, which in turn invoices the end customer in Belgium.

The transaction between the importer in Luxembourg and the buyer in Germany is exempt from VAT as an intra-Community trade.

The VAT numbers to be mentioned in the import declaration are:

- That of the fiscal representative (preceded by the "FR3" role code), and
- That of the company in Germany (preceded by role code "FR2").

For the other procedures:

- H3-H4-H5: VAT number should be indicated at the consignment documents level as an additional reference.
- H7 (Excluding IOSS), VAT number should be indicated at the consignment documents level as additional information.

18.4.1.6 SUB-SECTION: DELIVERY TERMS (*H1 RFFC – H1 – H2 – H3 – H4 – H5*)

Indicate the conditions agreed between the seller and the buyer, under which the seller undertakes to deliver goods to the buyer.

In the context of international trade, the delivery terms are set out in INCOTERMS and may be "ex works", F.O.B., C.A.F., etc. These terms may also apply to non-commercial transactions without buyer or seller.

18.4.1.7 SUB-SECTION: GUARANTEES (*H1 RFFC – H1 – H3 – H4*)

If applicable, provide the following information:

- Guarantee type
- Guarantee reference

The guarantee type I is required, for example, in case of,

- H1 'End-use' with a national authorisation, or
- Business removals of personal goods (Additional procedure C01)

For more information on your guarantees, please refer to Section 14 [Guarantees](#).

18.4.2 SECTION 2: CONSIGNMENT

This section mainly contains information on the transportation of goods.

18.4.2.1 SUB-SECTION: GENERAL INFORMATION

Container indicator (H1 RFFC – H1 – H2 – H3 – H4)

If your goods are packed in a container, you must indicate this here.

You will also be asked to indicate the container identification number in the transport information.

Country of destination (H1 RFFC – H1 – H2 – H3 - H4 – H5)

Example 1: Consider goods exported from Canada, imported into Luxembourg and transported directly to a final customer in Belgium. The goods are released in Luxembourg. The country of destination will be Belgium.

Example 2: Consider the case of goods exported from Ukraine, placed under a customs warehousing procedure in Slovenia, then placed under the end-use procedure in Luxembourg. The country of destination will be Luxembourg.

Example 3: Consider the case of goods dispatched from Kazakhstan, placed under inward-processing arrangements in Slovakia. The goods are processed in Croatia. The country of destination will be Croatia.

Region of destination (H1 RFFC – H1 – H2 – H3 - H4 – H5)

Example 1: Consider goods exported from Canada, released for free circulation in Germany and dispatch directly to Bavaria (Germany). The destination region will be Bavaria.

Example 2: Consider the case of goods exported from the USA, placed under inward processing arrangements in Catalonia, an autonomous community of Spain, after having been temporarily stored in the Netherlands. The region of destination will be Catalonia.

Country of dispatch (H1 RFFC – H1 – H2 – H3 - H4 – H5)

All countries crossed between the initial country of export and the Member State where the goods are located at the time of release are considered intermediate countries.

If the goods, while in an intermediate country, have been the subject of a sale, for example, then that intermediate country becomes the "country of dispatch/export".

In the case of repeated sales on the way, the last intermediate country will be the "country of dispatch/export".

Total gross mass (KG) (All customs procedures)

Total gross mass means the total weight of the consignment with its packaging or container.

This means its net mass (actual weight of the product) plus the mass of its packaging. This value is rounded off to the nearest kilogram, without decimal points, unless the gross mass is less than 1 kg.

Reference number/UCR *(All customs procedures)*

This is the unique commercial reference number allocated by the person concerned to the consignment in question.

- It can take the form of WCO codes (ISO 15459) or equivalent codes.
- It may be used to indicate the transaction identifier (such as the reference to the purchase contract), if the goods are declared for release for free circulation under the special distance selling arrangements for goods imported from third countries and territories provided for in Title XII, Chapter 6, Section 4 of Directive 2006/112/EC.

Warehouse *(H1 RFFC – H1 – H2 – H3 – H4 – H5)*

Indicate the type of warehouse and the identifier of the place to be used as a customs warehouse or other storage facility.

18.4.2.2 SUB-SECTION: TRANSPORT

Mode of transport at the border *(H1 RFFC – H1 – H2 – H3 – H4 – H5)*

Indicate here the mode of transport by which the goods enter the customs territory or tax territory concerned.

In certain cases, it is necessary to indicate the nationality of the mode of transport at the border.

Active border transport means *(H1 RFFC – H1 – H3 – H4 – H5)*

Indicate here, using the corresponding Union code, the nationality of the active means of transport crossing the Union's external border.

In the case of combined transport or the use of several means of transport, the active means of transport is that which drives the whole.

For example, in the case of a truck on a sea-going vessel, the active means of transport is the vessel. In the case of a tractor and trailer, the active means of transport is the tractor.

Inland mode of transport *(H1 RFFC – H1 – H2 – H3 – H4 – H5)*

Indicate here the mode of transport on arrival of the goods.

Arrival transport means *(H1 RFFC – H1 – H3 – H4 – H5)*

Indicate here the type and identity of the means of transport on which the goods are directly loaded at the moment of presentation at the customs office where the destination formalities are completed.

If a tractor and trailer with different registration numbers are used, indicate the registration numbers of the tractor and trailer.

Depending on the means of transport concerned, the following identity data may be indicated:

Transport means	Type of identification
Sea and river transport	Name of vessel
Air transport	Flight number and date (if no flight number, indicate aircraft registration number)
Road transport	Vehicle and/or trailer registration number
Rail transport	Wagon number

Transport equipment [\(H1 RFFC – H1 – H2 – H3 – H4 – H5\)](#)

Indicate here the list of container identification numbers.

- For modes of transport other than air, a container is a special box for the transport of goods, reinforced and stackable, allowing horizontal or vertical transfers.
- In the air mode, containers are special boxes for the transport of goods, reinforced and allowing horizontal or vertical transfers.
- For the purposes of this data element, swap bodies and semi-trailers used for road and rail transport are considered to be containers.

Where applicable, for containers covered by ISO 6346, the identifier (prefix) assigned by the Bureau International des Containers et du Transport Intermodal (BIC) must also be provided in addition to the container identification number.

- For swap bodies and semi-trailers, the ILU (Intermodal Loading Units) code introduced by European standard EN 13044 must be used.

Location of goods [\(All customs procedures\)](#)

Indicate here the type and all information required to identify the location where goods may be examined during customs clearance. Only one type of location may be used at the same time.

This information is mandatory for declarations submitted at the time of goods presentation.

18.4.2.3 SUB-SECTION: DOCUMENTS

Please note: If a document refers to a specific item within the customs declaration, the information relating to this document must be entered for the item concerned.

Previous documents [\(All customs procedures\)](#)

Indicate the reference of the declaration of temporary storage or any other previous document.

- When the declaration concerns excise goods subject to duty suspension, indicate the reference of the e-AD, when issued.
- In the case of a supplementary declaration, indicate the MRN of the simplified declaration filed previously.
- If the entry summary declaration and the customs declaration are lodged separately, indicate, using the corresponding Union code, the MRN of the entry summary declaration or of any previous document.

Supporting documents *(All customs procedures)*

Indicate the details relating to import certificates.

These details include the reference to the authority issuing the certificate concerned, the period of validity of the certificate concerned, the amount or quantity cancelled and the corresponding unit of measure.

Where the contract of sale/invoice for the goods concerned includes an identification number, this must be indicated. If applicable, also indicate the date of the sales contract.

Transport documents *(All customs procedures)*

Indicate the type and reference of the transport document(s) with which the goods were introduced into the customs territory of the Union.

Additional references *(All customs procedures)*

Enter additional reference numbers here, such as, for example:

- The fiscal reference number,
- VAT number (if this cannot be entered elsewhere in the declaration)
- Other codes required by Tarlux.

Please note: The customs office of processing must be indicated in section 1: Declaration.

Additional information *(All customs procedures)*

Indicate here any information that may be deemed useful for releasing the goods for free circulation.

Indicate the corresponding Union code and, where appropriate, the code provided by the Member State concerned.

For example:

For the union codes, the following coding is used:

- Code 0xxxx - General category
- Code 1xxxx - Import
- Code 2xxxx - In transit

-
- Code 3xxxx - Export
 - Code 4xxxx – Other

For H7 declarations - Low-value consignment, the **VATID** code should be used to indicate the importer's VAT number. In this case only, this information should not be indicated in the "Additional fiscal references" sub-section.

18.4.3 SECTION 3: ITEMS LIST

18.4.3.1 SUB-SECTION: GOODS IDENTIFICATION

Description of goods ([All customs procedures](#))

Indicate here the commercial and/or technical designation of the goods.

Commodity code ([All customs procedures](#))

Indicate here the TARIC code of the goods. The TARIC code is a **10-digit** code defined at European level.

Exception for H7: Only the first 6 digits are required.

For more information, please refer to Section 8.5 [Commodity code helpers](#).

TARIC additional Code ([H1 RFFC – H1 – H2 – H3 – H4 – H5](#))

An additional four-character alphanumeric code is used for the application of specific EU regulations which could not be coded, or could only be partially coded, in the ninth and tenth digits of the TARIC code.

The first digit is usually used to indicate the type of measure, and the others to code the additional subdivisions.

Currently, this additional code is used to code:

- complex anti-dumping and countervailing duties,
- agricultural components,
- pharmaceutical substances in Section II of Part III of the CN,
- CITES products (Washington Convention),
- reference prices for fish,
- certain other import and/or export measures for which a subdivision of the CN/TARIC code is necessary.

For more information, please refer to Section 8.5 [Commodity code helpers](#).

National additional code ([H1 RFFC – H1 – H2 – H3 - H4 – H5](#))

Enter here, for example, codes for energy products, alcohol, or VAT.

These codes are available in Tarlux under the indication of Luxembourg origin.

[Search code lists | Arctic-TARIFF \(etat.lu\)](#)

CUS code ([H1 RFFC – H1 – H2 – H3 - H4 – H5](#))


Chemical goods must be clearly and easily identifiable by their tariff classification. Its CUS code, defined in the European Customs Inventory of Chemical Substances (ECiCS), must be added to its TARIC code.

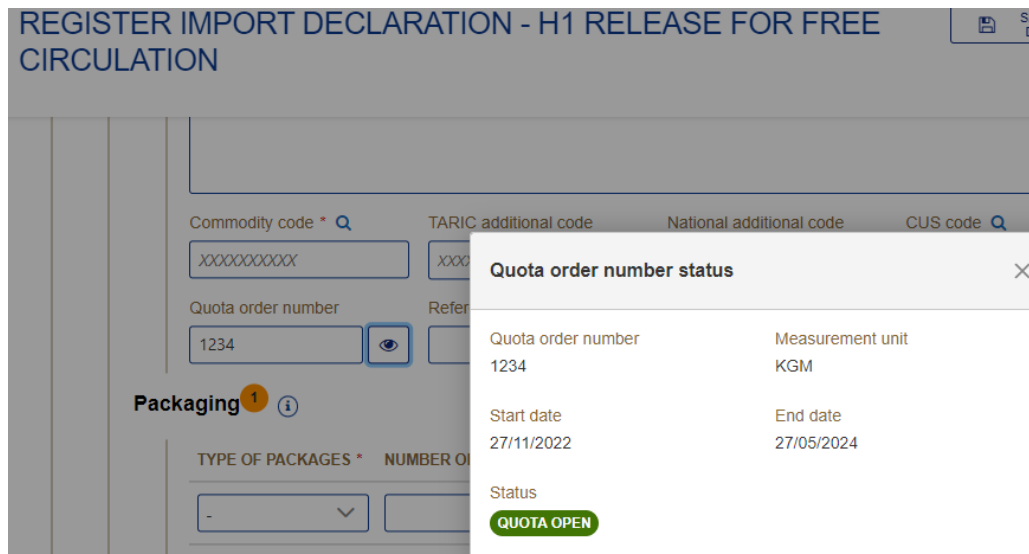
Substances are also identified by the Chemical Abstracts Service Registry Number (CAS RN), a system used to identify chemical substances worldwide, in addition to other numbers such as EC, UN...

For more information, please refer to Section 8.5 [Commodity code helpers](#).

Quota order number [\(H1 RFFC – H1\)](#)

Quota order numbers consist of 6 digits. They are provided for in the tariff quota regulations and also appear in the TARIC database in the columns relating to the special duty rates for the products concerned.

Information on the quota entered can be viewed from the declaration form by clicking on the Search icon. 



Quota order number	Measurement unit
1234	KGM
Start date	End date
27/11/2022	27/05/2024
Status	
QUOTA OPEN	

For more information, please refer to Section 8.5 [Commodity code helpers](#).

Reference number/UCR [\(All customs procedure\)](#) When the unique commercial reference number is not defined at consignment level, it can be indicated at item level.

Container identification number [\(H1 RFFC – H1 – H2 – H3 - H4 – H5\)](#) Select here the container identification number, relative to the item, defined previously in the 'Consignment' section.

Sub-section: packaging [\(All customs procedures\)](#)

Type of package

Indicate here the form in which goods are presented, e.g. cartons, barrels, crates, bales, etc.

Number of packages

Indicate here the total number of packages based on the smallest external packaging unit.

- This is the number of individual items packed in such a way that they cannot be divided without undoing the packaging, or the number of pieces if they are not packed.

The term "packaging" refers to outer and inner containers, wrappings, envelopes and supports, but excludes transport equipment - in particular containers - tarpaulins, tackle and ancillary transport equipment.

This information is not provided when the goods are in bulk.

Shipping marks

Description of package identification marks and numbers.

18.4.3.2 SUB-SECTION: GOODS MEASURE *(ALL CUSTOMS PROCEDURES)*

Gross mass (KG)

Total gross mass means the total weight of the article with its packaging. This value is rounded off to the nearest kilogram, without decimal points, unless the gross mass is less than 1 kg.

Net mass (KG)

Indicate the net mass, in kilograms, of the item without packaging.

- When a net mass greater than 1 kg includes a fraction of a unit (kg), it may be rounded as follows:
 - from 0.001 to 0.499: rounded down to the nearest kg,
 - from 0.5 to 0.999: rounded up to the next kg.
- A net mass of less than 1 kg should be indicated by "0", followed by a number of decimal places up to 6, disregarding the "0" at the end of the quantity.

Caution: A net mass must be strictly greater than "0".

Example: 0.123 for a pack of 123 grams, 0.00304 for a pack of 3 grams and 40 milligrams or 0.000654 for a pack of 654 milligrams.

Supplementary units

The supplementary units, indicated in the form of acronyms, are used to collect statistics on a characteristic in addition to the weight in kilograms of the goods concerned.

Caution: When required, this value must be strictly greater than "0".

18.4.3.3 SUB-SECTION: PROCEDURES – DECLARATION TYPE *(ALL CUSTOMS PROCEDURES)*

Requested and previous procedure

Customs procedures determine the legal status of goods prior to their arrival on a specific territory, while establishing a legal regime for the circulation of these goods.

Example: 40-00 procedure Release for consumption with simultaneous release for free circulation of goods that are not the subject of a VAT-exempt supply.

The 40-00 procedure is used when goods are imported into a member country of the European Union from a third country. Once the goods have been released by customs, they can be released for consumption in the European Union (EU) without being subject to additional customs restrictions. Customs duties and VAT must be paid in the country of import.

Additional procedure

This procedure provides details of the requested goods procedure.

The first character of the code identifies a category of measures as follows:

Code	Measures
Axx	Inward processing (Article 256 of the Code)
Bxx	Outward processing (Article 259 of the Code)
Cxx	Relief (Council Regulation (EC) No 1186/2009 (*))
Dxx	Temporary admission (Delegated Regulation (EU) 2015/2446)
Exx	Agricultural products
Fxx	Other

Example:

For H7 declarations - Low value consignments, indicate the corresponding additional procedure.

- C07 : Consignments of negligible value,
- C08 : Goods sent from one private individual to another,
- F48 : Under IOSS regime.

18.4.3.4 SUB-SECTION: PLACES – COUNTRIES – REGIONS (*H1 RFFC – H1 – H2 – H3 - H4 – H5*)

Country of origin

This information is required when no preferential treatment is applied, or when the non-preferential country of origin is different from the preferential country of origin.

Country of preferential origin

If preferential treatment based on the origin of the goods is requested, indicate the country or region/country group of preferential origin.

For example: under a free trade agreement - code 300

Country of dispatch

All countries crossed between the initial country of export and the member state where the goods are located at the time of release are considered intermediate countries.

If the goods, while in an intermediate country, have been the subject of a sale, for example, this intermediate country then becomes the "country of dispatch/export".

In the case of repeated sales on the way, the last intermediate country will be the "country of dispatch/export".

Country of destination

Example 1: Consider goods exported from Canada, imported into Luxembourg and transported directly to a final customer in Belgium. The goods are released in Luxembourg. The country of destination will be Belgium.

Example 2: Consider the case of goods exported from Ukraine, placed under a customs warehousing procedure in Slovenia, then placed under the end-use procedure in Luxembourg. The country of destination will be Luxembourg.

Example 3: Consider the case of goods dispatched from Kazakhstan, placed under inward-processing arrangements in Slovakia. The goods are processed in Croatia. The country of destination will be Croatia.

Region of destination

Example 1: Consider goods exported from Canada, released for free circulation in Germany and dispatch directly to Bavaria (Germany). The destination region will be Bavaria.

Example 2: Consider the case of goods exported from the USA, placed under inward processing arrangements in Catalonia, an autonomous community of Spain, after having been temporarily stored in the Netherlands. The region of destination will be Catalonia.

18.4.3.5 **SUB-SECTION: ACTORS** (H1 RFFC – H1 – H2 – H3 – H4 – H5)

Enter here the parties involved in the movement of goods, the name or company name of the exporter, buyer/seller and additional parties if applicable to a particular item.

18.4.3.6 **SUB-SECTION: AUTHORISATIONS** (H1 RFFC – H1 – H2 – H3 – H4 – H5)

Enter the authorisation information here applicable to a particular item.

18.4.3.7 **SUB-SECTION: FINANCES** (H1 RFFC – H1 – H2 – H3 – H4 – H5)

Statistical value

Value declared for statistical purposes of goods included in a consignment that fall under the same commodity code and are from the same country of origin.

Nature of transaction

Indicate the type of contract under which the goods are supplied, e.g. goods sold exchanged, given as a gift, loaned, leased, sold or returned, etc.

Valuation indicators

There are four evaluation indicators. Their positive or negative response forms a 4-digit code.

They are required if the customs value exceeds 20,000 euros.

- If the indicator affects the customs value, the answer is 1.
- If the indicator does not affect the customs value, the answer is 0.

The 4 indicators are as follows:

1. A price influenced by a party relationship between buyer and seller.
2. Restrictions on the disposal or use of the goods by the buyer in accordance with Article 70(3)(a) of the Code.
3. The sale or price is subject to certain conditions or considerations in accordance with article 70(3)(b) of the Code.
4. The sale is subject to an agreement whereby part of the proceeds of any subsequent resale, transfer or use accrue directly or indirectly to the seller.

Examples:

If the answer to all four indicators is: does not affect customs value, the evaluation indicator will be 0000.

If the answer to indicator '1' is: affects customs value, and

if the answer to the other indicators is: does not affect customs value, the evaluation indicator will be 1000.

Item amount invoiced

Item price expressed in the declared currency unit.

Valuation method: Select one of the six methods

1. Transaction value of the imported goods
2. Transaction value of identical goods
3. Transaction value of similar goods
4. Deductive value method
5. Computed value method
6. Value based on the data available ("fall-back" method)

The transaction value method is the total amount paid (or payable) for the imported goods.

If the transaction value method is not applicable, the other secondary methods of determining customs value will be used in sequential order.

Customs additions and deductions (EUR)

Indicate here the code and amount of the adjustment to be applied to the transaction value. Such as freight, insurance, packaging, discount, rebate...

-
- Code A – for additions
 - Code B – for deductions

Additional fiscal references

Enter information here on the fiscal references applicable to a particular item.

Calculation of taxes

- **Preference**

To be filled in when a preferential tariff is requested.

- **Method of payment**
- **Duties and taxes**

18.4.3.8 SUB-SECTION: FINANCES (H7)

Intrinsic value

Only used for H7 declarations.

Please note that an H7 declaration cannot be used if the sum of all intrinsic values exceeds €150.00.

Special case of consignments not for sale: Indicate here the price it would cost if sold.

Transport and insurance costs

Used only for H7 declarations, this refers to the cost of transport and insurance to destination, as stated on the invoice. It is not necessary to indicate them at item level if they have been indicated at consignment level.

Method of payment

Deferred payment is only valid if a guarantee has been deposited with customs in the form of a bank guarantee or in cash.

18.4.3.9 SUB-SECTION: DOCUMENTS (ALL CUSTOMS PROCEDURES)

If a document refers to a specific item within the customs declaration, the information relating to this document must be entered for the item concerned.

Otherwise, this information can be entered once in the "Documents" section of the consignment.

18.4.4 PARTICULAR CASE: CENTRALISED CUSTOMS DECLARATION

Option available when creating an import declaration, only if you hold the appropriate authorisation.

To submit a centralised clearance declaration, the 'Centralised clearance declaration' box in the top right-hand corner of the form must first be ticked.

Basic principles

The customs declaration can be lodged at the customs office of the Member State where the holder of the authorisation is based (i.e., the supervising customs office), even if the goods are presented to customs in another Member State (participating Member State - customs office of presentation). To this end, the centralised clearance authorisation must be granted to an economic operator (in accordance with Article 179 of the Code UCC).

Special feature

In the case of a centralised clearance declaration:

- The country and identification of the customs office of presentation must be indicated
- Indirect representation is not permitted
- A valid authorisation for centralised clearance (C513) is required
- It is necessary to specify for which customs office, supervisory or presenting, the following values are provided:
 - Deferred payment account in the case of deferred payment
 - Identification and amount of the guarantee if applicable
 - Country / Region of destination
 - Recipient of documents
 - National additional code of items
 - Additional procedure at national level

By default, this information will be identified as being for the supervising office.

18.5 GLOSSARY

Delivery terms: Terms agreed between the seller and the buyer, under which the seller undertakes to deliver goods to the buyer. In international trade, delivery terms are laid down in INCOTERMS, and may include "ex works", F.O.B., C.A.F., etc. These terms may also apply to non-commercial transactions without buyer or seller. These conditions may also apply to non-commercial transactions without buyer or seller.

Valuation method: Customs valuation involves determining the economic value of goods declared for import. Alongside origin and tariff classification, the customs value forms the basis for establishing the customs debt, which is normally calculated as a percentage of the customs value.

Reference number / UCR: Unique Consignment Reference (UCR) is a reference number that can be used to facilitate national and international transactions between different actors and customs administrations.

Deferred payment: Mention or indication of deferred payment of duties/taxes/fees.

TARIC [The Integrated Tariff of the European Union \(TARIC\)](#), is a multilingual database containing all measures relating to EU customs legislation (tariff, commercial and agricultural).