

## Completing this form

Complete this form if you have exported goods directly from the EU without HM Revenue & Customs (HMRC) clearance and there is an export declaration on CHIEF without a goods arrival message. If there is not an export declaration phone the National Clearance Hub (NCH) on **0845 001 0085** or email [nch@hmrc.gsi.gov.uk](mailto:nch@hmrc.gsi.gov.uk) before submitting this form.

This form cannot be used for indirect exports through another member state. Please contact the Export Control System (ECS) Helpdesk if you have any issues with indirect exports on [ecs.helpdesk@hmrc.gsi.gov.uk](mailto:ecs.helpdesk@hmrc.gsi.gov.uk)

### Retrospective arrival

A retrospective arrival is required when goods have been exported before they were arrived on CHIEF. If you submit a request for retrospective arrival to the NCH, you must provide proof of export and a written explanation of why the goods were not arrived prior to export. Retrospective arrival given by HMRC does not preclude application of the penalties in force. Please note you must not submit a request to depart a retrospective arrival, as CHIEF will assume departure automatically.

To find out what you can expect from us and what we expect from you go to [www.hmrc.gov.uk/charter](http://www.hmrc.gov.uk/charter) and have a look at *Your Charter*.

**1** I hereby notify HMRC that the goods referenced by:

DUCR/MUCR

Movement reference number

EPU

Entry number

Date DD MM YYYY

**Arrived at**

*Insert the three digit code from Tariff Appendix C2*

on

Date DD MM YYYY

Time hh:mm am/pm

Name of carrier

Phone number of carrier

I confirm these goods were exported from the EU without customs clearance and I am also submitting a retrospective declaration under article 795 of the Commission Regulation (EEC) No. 2454/93. Retrospective arrival enables HMRC to meet the EU provision to accept retrospective declarations for goods already exported.

Name

Company

Job title

Phone number

Fax number

Email address

Signature

Date DD MM YYYY

### What to do now

Once you have completed this form in full, sign it and fax it to the NCH on **0800 496 0699** or email it to [nch@hmrc.gsi.gov.uk](mailto:nch@hmrc.gsi.gov.uk)

### What happens next

The NCH will verify this information and update the CHIEF system accordingly.