



HM Revenue & Customs

Dear customer,

Update on processing Valuation Method within Customs Declaration Service (CDS)

We are writing to inform you of an updated process on completing Custom Declaration Service (CDS) import declarations to make sure your rest of the world (RoW) to Great Britain (GB) declarations are submitted successfully on CDS in the scenarios below.

This only affects customers who use CDS. We know from our records that you are familiar with declaring a valuation method on CHIEF previously, and now on CDS. These updates provide functionality for you to declare valuation methods 4, 5 or 6 on CDS.

Declaration Scenarios

Valuation Method 4, 5 and 6

If you use **valuation methods 4, 5 or 6**, functionality is now live on CDS and guidance can be found on [GOV.UK](https://www.gov.uk). This means you no longer need to use the workaround solution we previously issued guidance on, when declaring valuation methods 4, 5 or 6.

Valuation methods 2 or 3

If you usually use valuation method 2 or 3, you will need to continue completing your declaration differently. This is a temporary measure impacting a limited number of goods and does not indicate a change in policy.

How to complete your import declaration

If you would usually use valuation methods 2 or 3, you should continue to use the following instructions:

1. DE 4/16: enter '1' instead of 2 or 3.
2. DE 2/3: enter document code 'N935' followed by Document Identifier: VM, then 2 or 3 depending on the method used to value the goods, e.g., VM2. Enter: Document Code 9WKS followed by a Document Identifier reference that enables an audit trail within the commercial records to the details on how the customs value has been arrived at, e.g., stock records, dispatch notes.
3. DE 4/1: enter CIF followed by the delivery destination of the goods.
4. DE 4/9: leave blank.

5. DE 4/13: enter 0000.
6. DE 4/14: enter the fully inclusive customs value for the goods, including any royalties, freight charges, insurance, tooling costs etc.
7. DE 4/16: enter code 1.
8. DE 5/21: leave blank.
9. DE 8/5: enter code 1.

Further information about valuation methods can be found in Notice 252 on [GOV.UK](https://www.gov.uk).

What you can do if you pay more duty than you expected to

If you pay more duty than you expected to, you can apply for a repayment of overpaid duty by completing a [C285 CDS form](#). Under 'Basis of claim', please select 'Miscellaneous - for any other reason not detailed in this list' and enter 'Complex case' in 'Reason for Claim'. You should then include this letter as part of the evidence you submit.

If you are a representative applying on behalf of the importing business, please ensure the importing business is aware of the repayment claim

Further help and support

If you have any questions about these scenarios, or about migrating to CDS in general, please [contact us through our usual communication channels](#).