



UKNATACO

UK National ATA Carnet Organisation

HOW TO USE THE ATA CARNET

ATA Carnet is a temporary admission document which suspends Customs duty, provided that the document is used correctly. Carnet Holder must ensure the following to avoid foreign Customs charges:

- Re-export the goods within time limits imposed by the host Customs against Import or Transit (request extension of the time limit if required (Customs) or consider a Replacement Carnet (issuing Chamber))
- Repatriate the goods within the validity of the Carnet
- If the goods are not re-exported, duty must be paid to host Customs and Carnet endorsed accordingly
- The Carnet must be returned to the Issuing Chamber once you have finished using it

Steps to be taken before using this Carnet:

1. Check that the Carnet contains correct information (itinerary, number of visits, list of items, authorised representatives). Report any inaccuracies to the Issuing Chamber
2. Director to sign the Front Cover of the Carnet (both paper and digital versions, where applicable)
3. If the person travelling with the goods is not named on the Carnet, then a Letter of Authorisation (POA) must be prepared on the company letterhead and signed by the Director
4. Prepare paper and / or digital declarations. If the goods are handled by the Haulier, declarations can also be prepared by them - use below guides for help.

The type of Carnet to be used (paper or digital) will depend on the destination:

	UK CUSTOMS			FOREIGN CUSTOMS		
	Validation (on 1 st use only)	Exportation	Re-Importation	Importation	Re-exportation	Transit (Open + Close)
All countries in the itinerary are digital (only Carnets issued after 1 June 2026 will be accepted)						
All countries in the itinerary are paper						
Mixed itinerary - digital and paper countries	AND	AND	AND	Use in the DIGITAL country Use in the PAPER country	Use in the DIGITAL country Use in the PAPER country	Use in the DIGITAL country Use in the PAPER country

5. Give Carnet, POA and instructions to the person travelling with the goods / agent.

Important Notes for Carnet Users – [paper Carnets](#)

Important Notes for Carnet Users – [digital Carnets](#)

Important Notes for [Drivers and Hauliers](#)

Detailed Guide - [Practical Guide to Digital Carnets](#)

Where to get your ATA Carnet processed:



On Departure:

- present the goods and the Carnet Declaration at Commercial Exports counter before checking the goods in (use the **red duty phone** if no Officer is present)

On Arrival:

- present the goods and the Carnet Declaration at the Red channel



Dover and Eurotunnel (both out and back):

- Use [SEVINGTON IBF](#), Junction 10a of the M20, TN25 6GE
- **Hauliers** require GMR, ENS and ELO in both directions (exiting and returning to UK)
- Private Cars and Vans driven by the owner do not need a GMR (ENS and a full declaration are only required if shipping goods subject to export licence)

Holyhead (both out and back):

- Use [Holyhead IBF](#) at Park Cybi, A55 Junction , LL65 2YQ
- **Hauliers** require GMR and PBN in both directions (exiting and returning to UK)
- Private Cars and Vans driven by the owner must email CustomsPBN@revenue.ie with the scan of the Carnet Front Cover and General list and details of sailing (date, time, ferry, port of exit and entry). Hauliers must apply for PBN [online](#)

Dover Western Docks:

- To be used only for customers registered with [Motis](#)



All other roro / seaports:

- Go to Goods to Declare point at the port. Present goods and the Carnet Declaration to the Border Force
- **Hauliers** require GMR for [GVMS Ports](#)
- **Inventory Release request** (e.g. RRE in Destin8) may be required to release the goods moved under transport contract (Hauliers / Cargo) at the Inventory Linked Ports. If the inventory facilitated release (RRE) is not available at the port, use C21 instead



Eurostar (St Pancras International):

- Carnet Holders leaving UK by Eurostar should **pre-notify** Border Force by calling **0207 841 6410**
- **6am departure** - there are no Border Force Officers on duty for this departure. Holders should take their Carnet to St Pancras the day before their departure.

Permits and Declarations

ATA Carnet is not a substitute for usual Customs documentation such as permits or certificates (i.e. Export License, Cites etc.). Any such documents will need to be obtained before your goods are temporarily exported on a Carnet. Goods travelling as sea / air freight must have relevant Customs entries both in the UK and abroad

How to obtain extra Travel Sets (Vouchers) for the Carnet

Additional Travel sets can be added to your Carnet through the issuing system (apply for Extra Vouchers). For paper Carnets, this will involve physical printing of additional vouchers and inserting into existing Carnet. For digital Carnet, extra sets will be added to the digital Carnet automatically once the Chamber has issued them

[Technical Help for Carnet apps \(ACA and ACD\) can be accessed via their built in Help sections!](#)