

# How to Guide to Complete a Movement Certificate – EUR1

## Page 1

### Box 1

You must be a person normally resident in the UK or the Isle of Man or representing a company registered in the UK or Isle of Man. If you are exporting goods from the Channel Islands, present the movement certificate EUR1/EUR-MED to the customs authorities in those countries for stamping.

### Box 2

Insert the name of the specific country of destination.

For Palestine box 2 should read 'The UK and West Bank and Gaza Strip'.

### Box 3 Consignee

HMRC recommends that you always insert the name of the consignee, but you do not have to.

However for exports to exhibitions outside the UK or EU, which are later sent on to a preference-giving country, you must also insert the name and address of the exhibition.

### Box 4 Country, group of countries or territory in which the products are considered as originating

This box is pre-printed 'UK'.

### Box 5 Country of destination

Put the name of the individual country of destination.

### Box 6 Transport details

Leave this blank.

### Box 7 Remarks

Put one of the following endorsements, where necessary. Otherwise leave it blank.

'EUR-MED certificates'

[Cumulation or no cumulation applied.](#)

'Duplicate'

Insert this if you are applying for a [duplicate movement certificate EUR1/EUR-MED](#) for example because the original has been lost. You must explain the reason.

'Issued retrospectively'

Insert these words if the goods have left the country before application for a movement certificate EUR1/EUR-MED is made. Also add, on page 4 under paragraph 1 of the application, 'and that no movement certificate EUR1/EUR-MED for these goods has previously been issued' (read more about [retrospective certificates](#)).

'Replacement of movement certificate EUR1/EUR-MED issued in .....

Insert these words if [you need to get a replacement certificate because you've split a consignment](#), and insert the country concerned.

### **Box 8**

Put item numbers and identifying marks and numbers in the space on the left-hand side of the box (but see also [Description of goods](#)).

#### **Item numbers**

If different types of goods are shown separately on the invoices, show each type separately on the movement certificate EUR1/EUR-MED and itemise them (1, 2, 3 and so on). Leave no space between different items.

#### **Identifying marks and numbers**

Give identifying marks and numbers on the packages here. If the packages are addressed to the consignee, state the address. If they are not marked in any way, put 'No marks and numbers'. If both originating and non-originating goods are packed together, add 'Part contents only' at the end (the insertions should be made in the space on the left-hand side of the box), but see also [Description of goods](#).

#### **Number and kinds of packages for example bales, cartons, drums**

Goods in bulk, which are not packed, insert 'In bulk'. The quantity shown must be the same as or relatable to the quantity stated on the invoice for the goods. For example, if the invoice merely shows 100 cartons, and these are loaded on to 10 pallets, specify '100 cartons' not '10 pallets'.

#### **Description of goods**

Identify the goods by giving a reasonably full commercial description, for example 'photocopiers' or 'fax machines' instead of 'office machinery'. However, if the invoices give full identifying details (which need not necessarily include details of the marks and numbers of the packages) only a general description is necessary. In such cases, you must fill in box 10 showing the numbers and dates of the invoices (or dates only, if there are no numbers). If instead of invoices other evidence is given, then this way of filling in box 8 cannot be used.

For Mexico and Chile – the 4-digit Tariff Heading must also be included in box 8, otherwise the EUR1 will be rejected.

#### **Mixed consignments**

For consignments of both originating and non-originating goods, describe only the originating goods.

You may be unable to avoid showing non-originating goods on the invoices. If so, mark the invoice (for example, with an asterisk or a star) to show which are non-originating goods. Then put an appropriate statement in box 8 immediately below the description of the goods, for example: Goods marked with a star on the invoice are non-originating and are not covered by this certificate EUR1/EUR-MED.

### **Unused space**

Draw a horizontal line under the only or final item in this box, and rule through the unused space with a 'Z-shaped' line.

There's a possibility that there may be occasions where an 'EUR-MED' consignment consists of items where there has been both cumulation applied and no cumulation applied. In such instances, any accompanying documentation must be clearly indicated in terms of which statement applies to which item.

### **Box 9 Gross weight or other measure**

Imperial measure (for example tons, gallons) will be accepted but exporters are recommended whenever possible to give quantities in metric measure (only the gross weight of the goods preference is going to be claimed on should be included).

### **Box 10 Invoices**

Whenever possible, state the numbers, if any, and dates of the invoices relating to the goods and produced with the movement certificate EUR1/EUR-MED.

See also box 8 – [Description of goods](#).

### **Box 11 Customs endorsement**

Leave this blank.

### **Box 12 Declaration by the exporter**

Any declaration you give must be accurate. Anyone making a false declaration in respect of the preferential origin of goods or failing to comply with other legal provisions may be liable to penalties.

Any amendments or corrections must be completed and signed by the declarant in box 12 and endorsed by customs or their authorised bodies.

## **Page 2**

Leave this blank.

## **Page 3**

Provide a complete copy of page 1. It need not however be signed in manuscript (a 'carbon' signature is acceptable).

**Page 4 (Application form)**

Paragraph 2

You must:

- use the declaration at (a) or b(i) or b(ii)
- state what the 4 figure tariff classification of the goods is

You must also declare that:

- the goods are originating products
- you hold evidence in one of the forms shown in the appropriate notice

Declarations, which must bear an original signature, may be in the following formats (the signatory should be the same as in box 12 on page 1).

**(a) Exporters who have manufactured/produced the exported goods**

'The goods shown on the movement certificate were **\*\*manufactured/produced** by the exporter and are classified under

(4 figure tariff heading)

They satisfy the appropriate qualifying process in the preferential agreement.'

**\*\*Delete** where appropriate

**(bi) Exporters who have bought in goods for export in the same state (goods manufactured/produced in the UK)**

'The goods shown on the movement certificate were **\*\*manufactured/produced** in the UK and are classified under

(4 figure tariff heading)

Evidence of their originating status in one of the forms specified on GOV.UK is held by **\*\*me/us**.'

**\*\* Delete** where appropriate

**(bii) Exporters who have bought in goods for export in the same state (goods **\*\*manufactured/produced in any other country**)**

'The goods were imported from..... (Name of country) under cover of a **\*\*movement certificate /invoice** declaration and are being re-exported in the same state. The goods are classified under.....'

(4 figure tariff heading)

**\*\* Delete** where appropriate

## Trail of Evidence

The below is not an exhaustive list:

- Export Invoice “Goods of our own manufacture” declaration
- Export Invoice “Manufactured by... declaration and manufacturers invoice to applicant
- Export Invoice and Suppliers Invoice containing signed declaration of origin
- Export Invoice and copy of Certificate of Origin issued in country of export etc
- Export Invoice and copy of manufacturers invoice to supplier or signed declaration of origin on suppliers invoice
- Copy of export invoice from shipper bearing signed declaration of origin (for UK goods only)
- Evidence of manufacturing processes, raw material sourcing documentation etc

## Need Help going through the Certificate with a member of the team?

Book up to one hour one-to-one with a member of our team by emailing [exportbritain@gmchamber.co.uk](mailto:exportbritain@gmchamber.co.uk) or call at 0161 393 4314 or call our Airport office at 0161 489 3170

- Members: £27.5+VAT
- Non-Members: £54+VAT

Also, check our Certificates Step by Step workshops, to check if we have any coming up, click [here](#) or queried when is our next one by emailing [exportbritain@gmchamber.co.uk](mailto:exportbritain@gmchamber.co.uk)