

---

# GET BREXIT READY

---

YOUR STEP BY STEP  
IMPORT GUIDE



Greater Manchester  
Chamber of Commerce



# GET BREXIT READY: IMPORT STEP BY STEP GUIDELINE

Whether you are experienced, occasional or new to import, make sure you are taking the right actions to prepare and ensure you can continue trading with your EU customers in the event of a no-deal, by following the steps below:

1



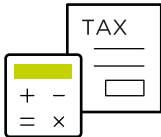
**Get a UK EORI number** (Economic Operator Registration and Identification) and check your importer has an **EU EORI number** - you will need this post-Brexit to import goods. Applying takes 5-10 minutes - it is that easy!

2



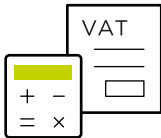
Find the **commodity code** for your goods and check what duty is payable - certain goods may have different import duties and taxes after Brexit.

3



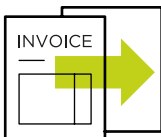
Check temporary rates of **customs duty on imports** after a no-deal Brexit. Without a deal, UK companies may need to pay different rates!

4



Understand when you would need to account for **import VAT in a no-deal Brexit**.

5



Make sure you **understand Incoterms® 2020** - the three letter terms describe where responsibility for risks, costs and obligations of international freight transfer from seller to buyer.

6



Ensure you **know the Origin** of the imported goods and confirm this with your EU supplier – this can potentially affect import duties payable!

7



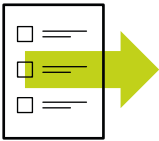
Register for **Transitional Simplified Procedures** to reduce information processing at the border.

8



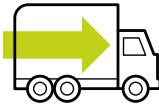
**Set up a deferment account** if you import regularly so you can delay paying customs charges such as customs duty, excise duty, import VAT and Common Agricultural Policy (CAP) levies.

9



**Understand customs clearance** and how you will complete customs declarations. You can opt for doing it in-house by using a specialist software or appointing a company to complete declarations for you (e.g. freight agents, chamber of commerce, etc)

10



Confirm with your courier or haulier that they can move your goods - check your eligibility to use the **Common Transit Convention (CTC)** to simplify how your goods pass through customs and when you pay customs duties.

11

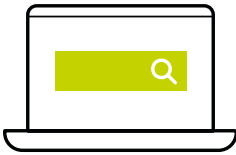


Familiarise yourself with **customs processes and relief schemes**.

12



Check if you need **any additional documentation, labels or licences** for your imported goods – certain goods will need to go via a Border Inspection Post.



## MORE INFORMATION AND FUNDED SUPPORT

For more information and funded support available to British companies to Get Brexit Ready, please visit Greater Manchester Chamber Brexit Hub:

[WWW.GMCCBREXITHUB.COM](http://WWW.GMCCBREXITHUB.COM)

You will find condensed information about key steps to get ready, news and alerts, FAQs, and you will be able to access UK government funded support.

You can also email [exportbritain@gmchamber.co.uk](mailto:exportbritain@gmchamber.co.uk)

---

*Manchester office: Elliot House, Deansgate, Manchester, M3 3WD. Tel: 0161 393 4310, 4311, 4312 and 4313. Opening time 9.00am - 12.30pm then 1.30pm - 4.30pm*

*Airport Office: Suite 7, Building 308, World Freight Terminal, Manchester Airport, M90 5PZ. Tel: 0161 489 3170 Fax: 0161 489 3171. Opening times 10am - 1pm & 2pm - 4.30pm*

---