



Are the goods for business/trading or starting a business? *please tick* Yes No

Please confirm the legal status (entity) of the importer *please tick*
Sole Proprietor Partnership Ltd Company Other
If other, please confirm status

If the importer is a **Limited Company** you must provide:
Incorporation No. Date of Incorporation
Country of Incorporation
If the importer is a registered **charity** you must provide the registration number in the space provided.

Name of Importer
Provide the full name of the importer (*no initials*)
Ltd Company
Sole Proprietor
Date of birth N I number Nationality
Partners
Partners
Date of birth N I number Nationality
Date of birth N I number Nationality
Continue on separate sheet if necessary
Other

Address of Importer
If the importer is in business please confirm the Principal Place of Business.
If the importer is not in business please confirm the home address.

Postcode
Tel No. Fax No.
Mobile No. E-mail address

Please list any other pseudo TURNS/VAT numbers the importer has had in the past.

Pseudo TURN

VAT No

Pseudo TURN

VAT No

Freight/Clearing Agent (if used)

Provide the name, address, telephone number and contact name of the freight agent used in the space provided.

Contact name

Tel No.

Provide a **full description of the goods** being imported in the space provided.

If importing **motor vehicles/motor cycles**, confirm make and model and vehicle identification number (VIN)/chassis/frame numbers

State the **value of the goods** being imported in **one** of the following currencies.

UK pound

Euro

US dollar

Confirm **where the goods** are being imported from and provide suppliers details.

Address

Country

Confirm the FULL address of **goods destination** following importation.

Postcode

Port of entry	Port of clearance (if different)
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Confirm Arrival date

Sea freight
Bill of Lading
Container No.
Vessel name
Is the importation Drive on/Drive off? Yes <input type="checkbox"/> No <input type="checkbox"/>

Air freight
Airway bill No.
Flight No.
Merchandise In Baggage (Hand carry)

By road transport
Confirm trailer No.
Vehicle Registration No.
C.M.R./T1 (if applicable)

Coming out of Bonded Warehouse
Warehouse approval No.
Warehouse address
Postcode

Is number required by the importer for further imports? <i>please tick</i> Yes <input type="checkbox"/> No <input type="checkbox"/>
N.B. Number will be closed if not confirmed

Details of declarant
Full name
Signature
Date
Status of declarant <i>please tick</i> Importer <input type="checkbox"/> Agent <input type="checkbox"/> Other <input type="checkbox"/>
If other please specify

Guidance on completion of the Pseudo TURN Application form

“The onus is on the importer to ensure that applications are made in time. Customs take no responsibility for goods that cannot be cleared due to the importer or agent not requesting a Pseudo TURN in sufficient time” – Customs Tariff Vol. 3

All applications must be received in writing by post, fax or email as per the Customs Tariff, Vol 3, Pt. 3, 3.1.11

Many applications are held up because of missing or incomplete information. Here are pointers for some of the questions to help you complete the application enabling us to process as quickly as possible. Please complete in **block capitals** and in **black ink**.

- If the business is a limited company, give the **full** name of the company, and supply the incorporation details. If the business is not a limited company, we will need the **full name(s) (not initials), date(s) of birth and National Insurance (N.I.) number(s)** of the person or people running the business.
- Give full address, postcode and a contact telephone number of importer.
- Freight/clearing agents: (if used) please give name, address, contact name and telephone number.
- We need to know the **country from where** the goods are being imported. Pseudo numbers are only for goods being imported from **outside of the EU**.
- We need to know which **specific port** the goods are coming into e.g. Heathrow, Gatwick.
- Freight details:-
If your goods are coming by **ship** (deep sea) we need a bill of
 - lading number, the vessel name, and container number (container number not always applicable if you are bringing in vehicles).
 - If your goods are coming by **air**, we need an airway bill number and flight number.
 - If your goods are coming by **road transport** that arrives on a ferry to enter the UK (roll on/roll off), we need the trailer number and/or vehicle registration number.
- If goods are being cleared out of a bonded warehouse please provide the warehouse approval number and full address of the warehouse.
- If you wish to use the Pseudo Turn number again to clear further imports of goods, please tick ‘Yes’ to the last question, otherwise the Pseudo Turn number will be closed.
- Declarant:- **Full name & status** of person completing application form.
- Return address for e-mail is turn@hmrc.gsi.gov.uk
- Guidance can be found on www.hmrc.gov.uk/forms/notices/jccc0345.htm or reference to Public Notice 553 on the above website.

Pseudo TURN applications take 48 hours (from receipt) to process. Applicants are advised not to contact the TURN Team within 48 hours of submission. **Please note that these guidelines apply solely to correctly completed applications.**

**Any queries not relating to the TURN Team should be directed to the National Advice Services (NAS) within UK – 0845 010 9000.
NAS outside UK – 44 208 929 0152**

Please note: the Pseudo Turn number is *not* a VAT registration number!

Contact Details:

**TURN Team, HM Revenue & Customs, Custom House, Pier Head, Kings Dock, Swansea, SA1 8RY
Tel: 01792 634004, 634005, 634007 & 634040 (Available 09.00 – 16.30 Mon - Fri)
Fax: 01792 634022
Email: turn@hmrc.gsi.gov.uk (plain or rich text format only)**