



# CDS Guidance for UK Importers

## Preparing you and your business for imports on the new Customs Declaration Service (CDS)

### Overview

HMRC will withdraw its existing Customs Handling of Import and Export Freight (CHIEF) system on **30th September 2022**. The CHIEF system will be replaced in full by the Customs Declaration Service (CDS).

All DB Schenker UK Import customers with a Deferment Approval Number (DAN) must register for a UK Government Gateway ID, and sign up to CDS and approve DB Schenker to use their Deferment Approval Number (DAN). This needs to be done as soon as possible so we are ready to migrate to the new CDS System.

**If you do not do this, DB Schenker will be unable to use your Deferment number for import entries.**

DB Schenker will begin dual running of CDS and CHIEF from the start of June in order to successfully migrate our declarations in full by 30th September 2022.

**The following contains HMRC guidance for businesses migrating to CDS. This guide will assist you to:**

- Allow DB Schenker to use your Duty Deferment number
- Advise us of new and/or current HMRC authorisations to support your import shipments
- Prepare you and your business for the new CDS system, including Direct debit set-up instructions

Please follow the guidance on the next page and respond to DB Schenker UK, by the completing and returning the attached data request form before 30th June 2022 at [cdsimports@dbschenker.com](mailto:cdsimports@dbschenker.com)

We would advise all UK Importers must follow steps 1 and 2 irrespective of whether you have a deferment account and or special authorisation from HMRC.

The reasons for this are:

1. For accounting purposes obtaining C79 certificates and postponed VAT certificates will only be possible via the CDS financial dashboard
2. In order to take advantage of postponed Vat Accounting (PVA) you must be registered on CDS



### Useful Links for CDS

The following link brings together information about the Customs Declaration Service:

Customs Declaration Service - GOV.UK ([www.gov.uk](http://www.gov.uk))

We hope this information will assist in the transition to CDS.

Thank you for your continued support and trust in us,

**DB Schenker UK**



# SCHENKER

## Your Guide to CDS Migration



### 1. Register for a Government Gateway Account

- a. Guidance on what you'll need to create a Government Gateway ID ([click here](#))
- b. Where you need to go to request a Government Gateway ID ([click here](#))



### 2. Register for CDS

You can register for CDS [here](#).

If a new GB EORI number has been applied for since March 2019 registration to the CDS system will have been done automatically.

**The following steps only need to be completed by customers with their own deferment accounts and/or have special customs authorisations:**



### 3. Complete Direct Debit Instruction for CDS

Please follow the below link to set up your direct debit for your deferment account on the CDS website, as a new direct debit instruction is required for CDS.

#### Set up a Direct Debit for a Deferment Account [here](#)

Please make sure you use the Government Gateway ID and EORI of the UK Parent/Holding company (if applicable), when setting up your Government Gateway ID, obtaining approval for CDS and granting DB Schenker standing authority to use your deferment.



### 4. Authorise DB Schenker to use your deferment account in CDS

You will need to authorise DB Schenker to utilise your deferment account via the CDS financials dashboard. We will not be able to use your deferment account once CDS is fully migrated unless you do this.

**Should you need assistance with your deferment account or the CDS financials dashboard please contact [cdsenquiries@hmrc.gov.uk](mailto:cdsenquiries@hmrc.gov.uk).**



For the deferment authorisation, DB Schenker's EORI number for Air and Sea customers is **GB656921313000**

For the deferment authorisation, DB Schenker / Redhead Land customers please enter the following two EORI numbers, which are **GB772350728000 (Redhead)** and **GB656921313000 (DB Schenker)**

Please ensure you DO NOT cancel your current CHIEF banking set-up and Direct Debit instructions, because this is still valid for CHIEF declarations until HMRC closes this service and fully migrates to CDS.



### 5. HMRC authorisation numbers that have changed to be used in the new CDS system

If you have been contacted by HMRC and they provided you with your new authorisation numbers and guarantees, including your deferment guarantee information, please include on the customer data request form (attached).

If you have any approvals/authorisations from HMRC e.g. inward processing, customs warehousing and CFSP, you should have received new authorisation paperwork from HMRC that includes a specific CDS authorisation number. We need you to supply us with this information via the attached customer data request form, in order to complete these declarations via CDS. DB Schenker will hold this information in our declaration system for future use.



### 6. Inform DB Schenker once you have authorised us to use your deferment number via CDS

Once all steps above have been completed, please complete the attached customer data request form with the required information and email back to [cdsenquiries@hmrc.gov.uk](mailto:cdsenquiries@hmrc.gov.uk)

Please ensure you do not cancel your current CHIEF deferment authorisations.