

## CUSTOMER ACCEPTANCE FORM

<b>NAME AND ADDRESS DETAILS</b>		<i>To be completed by the principal</i>
Company name		
Address		
Zipcode and place		
Country		
Contactperson		
Telephone number		
Email address		
Email address (for billing purposes)		
Companies reg. number (KVK/KBIS/IHK/OTHER)		
VAT number		
Bank account number (IBAN/BIC)		
<b>GENERAL</b>		<i>To be completed by the principal</i>
How did you get in touch with Customs Support?		
Type of company; logistics service provider, importer/exporter, producer		
Which services are requested; import, export, NCTS, other		
Description of the type of goods		
Expected volumes; one-time or regular flow		
Commercial value		
Country (s) of origin		
<b>MINIMUM REQUIREMENTS FOR EACH ORDER</b>		<i>To be provided by the principal</i>
Order form (model form from Customs Support)		
Air Freight, Sea Freight or Road Traffic		
Copy of previous customs number (Master B/L, arrival notice)		
Copy of commercial invoice		
Copy packing list (if available)		
Copy of preferential documents *		
Further relevant documents regarding shipment		
Statement Limited Fiscal Representation (model form CS, if applicable)		
<i>* Original preferential documents must be sent to Customs Support</i>		
<b>TO BE ONE-TIME PROVIDED WITH IMPORT AND EXPORT</b>		
Agreement Direct Representation		
Copy of companies registration, showing authorization from signatory		
Copy ID of person authorized according to companies registration		
<b>IN CASE OF IMPORT WITH LIMITED FISCAL REPRESENTATION</b>		
Agreement Fiscal Representation		
POD / CMR must be provided within two weeks		
<b>CHECKLIST SALES DEPARTMENT</b>		<i>To be completed by Sales Department Customs Support</i>
Quotation and general terms and conditions issued		
Agreed credit limit		
Term of payment		
Amount of advance payment		
Quotation forwarded to relevant location (s)		
Other agreed arrangements / details		
<b>RISKS</b>		<i>To be completed by Customs Support Compliance department</i>
Is there a risk?		
<i>If yes, measures to be taken</i>		