



EUROPEAN COMMUNITY

Application for AEO Certificate

This document was last reviewed August 2023

This document is now only for reference purposes along with the explanatory notes. Applications for an AEO authorisation must now be lodged electronically via the EU AEO Trader Portal. The details to be input in the [EU AEO Trader Portal](#) are the same as in the old application form which follows. The explanatory notes assist in understanding the required fields.

EUROPEAN UNION



Application for AEO Authorisation

(Referred to in Article 38 of the Code)

Note: please refer to the explanatory note when filling out the form

1. Applicant	Reserved for customs purposes
2. Requested type of authorisation <input type="checkbox"/> Customs Simplifications <input type="checkbox"/> Security and Safety <input type="checkbox"/> Customs Simplifications / Security and Safety	
3. Applicant Identification (EORI)	4. Legal status of applicant
5. Date of establishment	6. Place where main accounts for customs purposes are held or accessible
7. Trader identification/registration VAT ID number(s) Trader identification number(s) Legal registration number	8. Name and contact details of the person responsible for customs matters
9. Contact person responsible for the application	10. Person in charge of the applicant company or exercising control over its management
11. Correspondence address	12. Role(s) of the applicant in the international supply chain

13. Member States where customs related activities are carried out	14. Border crossing information
15. Simplifications and facilitations already granted, security and/or safety certificates issued on the basis of international conventions, of an International Standard of the International Organisation for Standardisation, or of a European Standard of a European Standardisation bodies, or AEO-equivalent certificates issued in third countries	
<p>16. Consent for the exchange of the information in the AEO authorisation in order to ensure the proper functioning of systems set out in international agreements/arrangements with third countries related to mutual recognition of the status of authorised economic operator and measures related to security.</p> <p>Name Street and number Postal code and city Country E-mail Agreement flag: <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
17. Business activities	18. Permanent Business Establishment (PBE)
19. Place where general logistical management activities are conducted	20. Office(s) where customs documentation is kept and accessible
<p>21. Consent for publication in the list of authorisation holders</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>22. Applicant size</p> <p><input type="checkbox"/> 1- Micro <input type="checkbox"/> 2 - Small <input type="checkbox"/> 3 - Medium <input type="checkbox"/> 4 - Large <input type="checkbox"/> 5 - Natural person</p>
23. Attached documents	
<p>24.</p> <p>Signed:Dated:</p> <p>Name:</p>	

EXPLANATORY NOTES

1. Applicant:

Enter the full name of the applicant economic operator as recorded in the EORI system and the full address of the place where your entity is established, including the country.

2. Requested type of authorisation:

Using the relevant boxes, indicate the type of authorisation that is applied for.

3. Applicant identification:

The applicant is the person who applies to the customs authorities for a decision.

Enter the Economic Operators Registration and Identification number (EORI number), of the person concerned. "Economic Operators Registration and Identification number" (EORI number) means an identification number, unique in the customs territory of the Union, assigned by a customs authority to an economic operator or to another person in order to register him for customs purposes" as provided for in Article 1(18) DA.

4. Legal status of applicant:

Enter the legal status as mentioned in the document of establishment.

5. Date of establishment:

Enter – with numbers – the day, month and year of establishment.

6. Place where main accounts for customs purposes are held or accessible:

Place where the applicant's main accounts for customs purposes are held or accessible, and where at least part of the activities to be covered by the decision is to be carried out.

Main accounts for customs purposes as referred to in Article 22(1) 3rd subparagraph of the Code are those accounts which are to be considered by customs authorities as the main accounts for customs purposes allowing the customs authorities to supervise and monitor all activities which are covered by the authorisation concerned. The applicant's existing commercial, tax or other accounting material may be accepted as main accounts for customs purposes, if they facilitate audit-based controls.

Enter the full address of the location, including the Member State where the main accounts are intended to be held or are intended to be accessible. The UN/LOCODE may replace the address, if it provides an unambiguous identification of the location concerned.

7. VAT, Trader Identification and Legal registration numbers:

Enter the required numbers.

The Trader identification Number(s) is (are) the identification number(s) registered by the customs authority (-ies).

The legal registration number is the registration number given by the company registration office.

If the numbers are the same, enter only the VAT ID number.

If the applicant has no Trader Identification Number because e.g. in the applicant's Member State this number does not exist, leave the box blank.

8. Name and contact details of the person responsible for customs matters:

Contact information, including the fax number, if applicable, of the person concerned, which can be used for further contact and communication concerning customs matters.

9. Contact person responsible for the application:

The contact person shall be responsible for keeping contact with customs as regards the application.

This information shall only be provided, if different from the person responsible for customs matters as provided in box 8 Name and contact details of the person responsible for customs matters.

Enter the contact person's name and any of the following: telephone number, e- mail address (preferably of a functional mailbox) and, if applicable, the fax number.

10. Person in charge of the applicant company or exercising control over its management:

For the purposes of Article 39(a) of the Code, enter the full name(s) and full details of the person(s) concerned according to the legal establishment/form of the applicant company, in particular: director/manager of the company, board directors and board members, if any. Details should include: full name and address, date of birth and National Identification Number.

11. Correspondence address:

Fill in only if this differs from the information provided in box 1.

12. Role(s) of the applicant in the international supply chain:

Using one or more of the following codes, indicate the applicant's role in the supply chain.

- MF Manufacturer of goods
- IM Importer
- EX Exporter
- CB Customs broker
- CA Carrier
- FW Freight forwarder
- CS Consolidator
- TR Terminal operator
- WH Warehouse keeper
- CF Container operator
- DEP Stevedore
- HR Shipping line service
- 999 Others

13. Member States where customs related activities are carried out:

Enter the relevant country code(s). In case the applicant operates a storage facility or has other premises in another Member State, enter the address(es) and the type(s) of the facility(-ies) as well. For instance warehouse, production facility or office in another Member State not being the same as the Member State where the application is lodged.

14. Border crossing information:

Enter the reference number(s) of the principal customs office(s) regularly used for border crossing. In case the applicant is a customs representative, or a freight forwarder provide the

reference number(s) of the customs office(s) regularly used by this customs representative for border crossing. For the list of customs offices make reference to http://ec.europa.eu/taxation_customs/dds2/col/col_home.jsp?Lang=en

15. Simplifications and facilitations already granted, security and/or safety certificates issued on the basis of international conventions, of an International Standard of the International Organisation for Standardisation, or of a European Standard of a European Standardisation bodies, or AEO-equivalent certificates issued in third countries:

In case of simplifications already granted, indicate the type of simplification, the relevant customs procedure, and the authorisation number. In case of facilitations already granted, indicate the type of facilitation and the number of the certificate. In the case of approvals as regulated agent or known consignor, indicate the approval granted: regulated agent or known consignor and indicate the number of the approval. In case the applicant is the holder of an AEO-equivalent certificate issued in a third country, indicate the number of that certificate and the issuing country.

16. Consent for the exchange of the information in the AEO authorisation in order to ensure the proper functioning of systems set out in international agreements/arrangements with third countries related to mutual recognition of the status of authorised economic operator and measures related to security:

Indicate (yes/no) whether the applicant is willing to agree to exchange the information in the AEO authorisation in order to ensure the proper functioning of systems set out in international agreements/arrangements with third countries related to mutual recognition of the status of authorised economic operator and measures related to security.

If the answer is yes, the applicant shall also provide information on the transliterated name address and e-mail of the company. Only Latin characters should be used as codified in <http://www.unicode.org/charts/PDF/U0000.pdf>

17. Business activities:

Enter information on the business activity of the applicant making reference to NACE Revision code (statistical classification of economic activities).

18. Permanent Business Establishment (PBE):

In case the application is submitted in accordance with Article 26(2) DA, the PBE(s)'s full names, street and number, post code, city and VAT identification number should be provided.

19. Place where general logistical management activities are conducted:

This data element shall only be used, where the competent customs authority may not be determined according to the third subparagraph of Article 22(1) of the Code. In such cases, enter full address of the relevant place.

20. Office(s) where customs documentation is kept and accessible:

Enter full address of the relevant office(s). In case there is another office responsible for providing all customs related documentation different from the one where it is kept, enter its full address as well.

21. Consent for publication in the list of authorisation holders:

Indicate (yes/no) whether the applicant agrees to disclose in the public list of authorisation holders the following details of the authorisation he or she is applying for:

Holder of the authorisation

Type of authorisation

Date of effect or, if applicable, period of validity

Member State of the decision taking customs authority

Competent/supervising customs office

22. Applicant size:

Using one of the following codes, indicate the applicant's size. The definition of micro, small and-medium-sized enterprises is defined in the Commission Recommendation of 6 May 2003 OJ L 124/2003.

- 1 Micro
- 2 Small
- 3 Medium
- 4 Large
- 5 Natural person

23. Attached documents

Provide information on the type and, if applicable, the identification number and/or the date of issue of the document(s) attached to the application or the decision. Indicate also the total number of the documents attached.

If the document contains the continuation of the information provided elsewhere in the application or decision, indicate a reference to the data element concerned.

The Self-Assessment Questionnaire (SAQ) must be attached to the application following the provision of article 26(1) DA.

24. Name, date and signature of the applicant:

Signature: the signatory should add his/her capacity. The signatory should always be the person inside the company who represents the applicant as a whole.

Name: full name of the applicant and the stamp of the applicant.