



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

Pseudo TURN

VAT No

Pseudo TURN

VAT No

**7. Freight/Clearing agent (if used)**

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

Contact name

Phone

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

**Note:** Copies of purchase invoices, Bill of Lading and insurance documentation **MUST** be provided.

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

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

UK pound

Euro

US dollar

11. Confirm **where the goods** are being imported from and provide the supplier's details.

Address

Country

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

Address

Postcode

13. Port of entry

Port of clearance (if different)

14. Confirm arrival date

**15. Sea freight**

Bill of Lading

Container number

Vessel name

Is the importation Drive on/Drive off? No  Yes

**16. Air freight**

Airway bill number

Flight number

Merchandise in baggage (hand carry) No  Yes

**17. By road transport**

Confirm trailer number

Vehicle Registration number

C.M.R./T1 (if applicable)

**18. Coming out of bonded warehouse**

Warehouse approval number

Warehouse address

Postcode

19. Will the Pseudo TURN be required for further imports? *please tick* Yes  No

**Note:** If unanswered the Pseudo TURN will be closed.

**20. Declaration** (Please include full name of declarant.)

If completing online please type your name.

I,  
declare that the information given on this application is true and complete.

Signature

Date

Status of declarant *please tick* Importer  Agent  Other

If other please specify

## Guidance on completion of the Pseudo TURN application form

Note: Pseudo TURNS are not applicable for (i) use when exporting goods, (ii) importing goods for non-commercial purposes.

Please refer to [www.hmrc.gov.uk](http://www.hmrc.gov.uk) or the National Advice Service on **0845 010 9000**

***“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. Please read the following to help you complete the application and enable us to process it 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 number(s)** of the person or people running the business.
- Give the full address, postcode and a contact telephone number of the importer.
- Freight/clearing agents (if used): please give name, address, contact name and telephone number.
- We need to know the **country from which** 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, for example, 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** and **status** of the person completing application form.
- Return address for e-mail is [turn@hmrc.gsi.gov.uk](mailto:turn@hmrc.gsi.gov.uk)
- Guidance can be found on [www.hmrc.gov.uk/forms/notices/jccc0345.htm](http://www.hmrc.gov.uk/forms/notices/jccc0345.htm) or reference to Public Notice 553 on the above website.
- Pseudo TURNS may be closed without notification depending on risk assessment.
- Pseudo TURNS may be refused if false or misleading information is given.

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 the UK – **0845 010 9000**  
NAS outside the 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

Phone: **01792 634004, 634005, 634007** and **634040** (Monday to Friday, 10:00 – 15:00)

Fax: **01792 634022**

Email: [turn@hmrc.gsi.gov.uk](mailto:turn@hmrc.gsi.gov.uk) (plain or rich text format only)