



## Application form

### Electronic Messaging Registration

#### Why this form?

You can use this form to apply for one or more of the following registrations:

- Electronic Messaging Registration AGS/DMS (declaration system).  
This registration gives you permission to file digital declarations for the customs procedures for which you are authorised. It also allows you to exchange messages via our electronic declaration system AGS/DMS.
- Electronic Messaging Registration Transit.  
This registration gives you permission to digitally file your transit declarations and to exchange messages via our declaration system Transit-NCTS.
- Electronic Messaging Registration Entry.  
This registration allows you to exchange electronic messages with the Custom Manifest system (Entry) or with BUP, which stands for Binnenbrengen, Uitgaan, Proviandering (Entry, Exit, Provisioning). BUP is an application for consultation, alerts and registration of entries. It is responsible for the automated processing of the entry, exit and provisioning processes.
- Electronic Messaging Registration Exit.  
This registration permits you to exchange electronic messages with the Customs Manifest (DMF) system (Exit) or with BUP.
- Electronic Messaging Registration Provisions.  
This registration allows you to digitally report deliveries of intended provision supplies via Customs Manifest system or with BUP.

Different conditions apply to each declaration system. Therefore, you will need a separate registration for each system. More information on the various declaration systems can be found at [douane.nl](http://douane.nl).

#### Trade & Transport Gateway (HTG)

To be able to exchange electronic messages with us, you will need access to the government's central point of contact (Trade & Transport Gateway).

Would you like more information about the various possibilities to access this Gateway? Then please visit [nh.douane.nl](http://nh.douane.nl). Should you have any additional questions, please call +31 (0)88 - 156 66 55. (Open on workdays during office hours from 7.00 to 17.00 hrs.)

Please answer the questions on this form in full. Also use this form if you wish to report a change. In that case, only answer questions 1a, 1b and 1c and the question or questions for which the details have changed.

#### Appendices

If there is not enough space under a certain question, you should continue in an appendix. State your name and signature on each appendix.

#### How to send

Please sign the form and send it, including appendices, to:  
National Customs Helpdesk  
PO Box 74  
7300 AB Apeldoorn

#### Privacy

We treat the data of citizens and companies and your privacy with care. Please visit [douane.nl/privacy](http://douane.nl/privacy) to see how we do this.

## 1 Applicant details

- 1a Name or company name
- Address
- Postal code and town
- 1b Chamber of Commerce number
- 1c EORI number or RSIN
- 1d Name of contact person in your business for Customs
- Role
- Phone number
- 1e I file declarations:  in my own name and on my own behalf  
Please tick every applicable option  as a direct representative  as an indirect representative
- 1f Do you have a 'Customs representative authorisation certificate'?  Yes, number   
 No. Do you file declarations as a representative? Then please enclose your application 'Customs representative authorisation certificate'. The application form can be found on [douane.nl](http://douane.nl).

## 2 Licences, software and communication connections

Your electronic messages must comply with the prescribed message specifications.

- 2a Name of software supplier
- 2b Which registration would you like to apply for?
- Electronic Messaging Registration AGS/DMS. Please also answer question 3.
- Electronic Messaging Registration Transit
- Electronic Messaging Registration Provisions
- Electronic Messaging Registration Exit
- Electronic Messaging Registration Entry
- due to linking entry with the use of the traffic management system  
Please enclose with this form a written request for the provision of guarantee.  
Please indicate at least the following:
- the expected number of ships in a period of 14 days
  - the length of these ships with the corresponding tariff
  - the total tariff due in the period of 14 days
- due to linking other notifications



### 3 Additional authorisations

Only answer this question if you are applying for 'Electronic messaging registration AGS'/'Electronic messaging registration DMS'.

Do you want to file declarations using AGS/DMS while not providing an individual guarantee or not paying directly?  
Then you will require the Authorisation Comprehensive guarantee, including possible reduction or waiver.

- 3a Do you have an Authorisation Comprehensive guarantee, including possible reduction or waiver?
- No, but I will enclose an application for the Authorisation Comprehensive guarantee, including possible reduction or waiver via the EU Trader Portal at [douane.nl](https://douane.nl).
- No, I only file export declarations using AGS/DMS.
- Yes, number
- However, the authorisation issued does not cover the AGS/DMS registrations I need. Therefore, I have submitted a new application for an Authorisation Comprehensive guarantee, including possible reduction or waiver via the EU Trader Portal on [douane.nl](https://douane.nl).
- Yes, number

Do you want to file declarations for release for free circulation (import), temporary importation or end-use with monthly credit?  
Then you will require an authorisation for 'Deferred payment'.

- 3b Do you hold a Deferred payment authorisation?
- No, but I have applied for a Deferred payment authorisation via the EU Trader Portal on [douane.nl](https://douane.nl).
- No, I only file export declarations and declarations other than those for release for free circulation (import), temporary importation, and end-use.
- Yes, number
- However, the authorisation issued does not cover the standard or simplified customs declarations release for free circulation (import), temporary importation, or end-use with deferred payment (monthly credit). Therefore, I have submitted a new application for a Deferred payment authorisation via the EU Trader Portal on [douane.nl](https://douane.nl).
- Yes, number

### 4 Signature

Name

Role

Place

Date (dd-mm-yyyy)

 -  - 

Your signature  
Please write within the box.

Appendices

