

# UK Letter of Representation – Example Redhead Int. / DB Schenker

A soft copy can be requested via **customs@redhead-int.com**

For UK shippers and consignees, please arrange to generate this draft on your/their headed paper.

If the client/consignee has own template already available please arrange to share this.

All signed copies should be sent to Redhead Int. / DB Schenker care of **customs@redhead-int.com**

On Importer/Exporter Letterhead  
Authority for a Customs Clearance Agent to act as a Direct representative

I, ..... ( i )

Having authority to sign on behalf of

A (name).....(EORI no.).....( ii )

Hereby appoint

B (name)..... (EORI no.).....( iii )

to act on behalf of the entity named at A above in the capacity of a Direct representative in accordance with Articles 18 and 19 of Regulation (EU) No. 952/2013. This authorisation is applicable to all consignments arriving or departing from the UK.

This Appointment applies with effect from the date of signature until revoked by the entity named at A above.

The entity A named above authorises the customs agent named at B to delegate customs clearance to sub agents as a Direct Representative of the declarant in all dealings with HMRC where circumstances necessitate.

The entity named in A authorises their representative, the customs agent named at B, to declare goods to HMRC using

Deferment Approval Number:.....

VAT Number:.....

Note: In accordance with the Union Customs Code, a Direct representative acts in the name of and on behalf of another person. In relation to import/export declarations, the importer/exporter will be liable for any customs debt arising from the declaration

Signed: .....

Position: .....

Dated: .....

## Notes:

- (i) Name of person signing, who must have authority to sign on behalf of the importer or exporter.
- (ii) Legal name & EORI Trader Identification No. of importer or exporter.
- (iii) Legal name & EORI Trader Identification No. of representative or agent.