



# HM Revenue & Customs

## Prepare to move your exports to the Customs Declaration Service

Dear Customer,

As an exporter that uses inventory linked airports or maritime locations, we recently wrote to you about dates for moving your export declarations to the Customs Declaration Service (CDS).

We confirmed that most businesses will be able to move their export declarations from our Customs Handling of Import and Export Freight (CHIEF) system to CDS by Saturday 30 March 2024. We also confirmed that you will be given up to three months to migrate from when CDS is available for your exports.

### When you can move

We are continuing to work closely with community system providers, software developers and other border industry partners to complete final technical readiness activities. You can then move export declarations for goods being exported through inventory linked airports and maritime locations to CDS. **Unless you are contacted by HMRC or your software provider, you should not attempt to move to CDS for exports at this time.**

We anticipate you will be able to move your exports declarations to CDS in line with the below timeline.

- from early February, export declarations for goods submitted through inventory linked airports are due to be submitted through CDS, unless there is a chance your goods could be rerouted to an inventory linked maritime location.
- from early March, export declarations for goods submitted through inventory linked maritime locations are due to be submitted through CDS. At this point all export declarants should be able to start submitting all their export declarations through CDS.

We understand not all customers may be able to migrate by then. For this reason, you will be given up to three months to migrate from when the CDS is available for your exports. We will contact you again with further details of these timelines and to confirm when you can make the move.

### Helping you prepare for your move to CDS for exports

We have published new guidance to help support your preparations for moving to CDS. This includes:

- [A declarant checklist for CDS exports](#) – providing a step-by-step guide to the key actions you will need to take to move your export declarations to CDS once you are able to do so.
- [CDS customs clearance instructions for exports videos](#) – taking you through the key steps required to complete an export declaration through CDS.

We also recommend that you use the free Trader Dress Rehearsal service (TDR) that already allows you to practice submitting CDS export declarations in a safe test environment. People who use this service are more successful in submitting declarations in our live service. You can find out more about TDR and how to use it [in our guidance](#).

You can find further guidance and resources on the [CDS guidance pages](#) and the supporting [CDS communications pack](#).

## Actions to take

If your business is only involved in submitting export declarations, you should follow the initial steps below to prepare for making export declarations through CDS (if you have not already done so):

1. [apply for an Economic Operator Registration and Identification \(EORI\) number](#) beginning with 'GB'.
1. [subscribe to the Customs Declaration Service](#) so you will be able to submit export declarations from your software to the Customs Declaration Service. If you have already subscribed to CDS for imports, you do not need to subscribe again to CDS for exports.
2. contact the software provider you will be using to submit your export declarations through CDS to see if:
  - you can authorise your software so that you are ready to submit export declarations through CDS; and
  - start using their software to access the free Trader Dress Rehearsal service to practice submitting export declarations through CDS in a test environment.
3. If you do not have a software provider, you can find details of [software providers providing CDS exports software](#).

If you currently use the National Export System web service (NESweb) to submit your export declarations through CHIEF, you will be able to use the Make an Export Declaration Online service. This allows you to submit export declarations through CDS and replaces NESweb. We will contact you separately about joining this service.

## When we'll be in touch again

Reading our latest guidance and taking action early will make sure you're in the best place to move across to CDS for exports.

We will contact you again soon to advise you on the next steps you should be taking to move your export declaration to CDS.

If you have any questions, [please contact us using one of these channels](#), or speak to your Account Manager or Customer Compliance Manager if you have one.

We will continue to provide information and guidance to support your business for making export declarations through CDS. To receive updates and notifications about CDS, make sure we have your [preferred email address](#).

Yours faithfully,

HM Revenue & Customs