

1. About this form

This form serves to record data of companies/persons which are necessary for granting an EORI number or for changing data of an EORI number.

Economic operators situated in Germany have to apply for an EORI number to be involved in customs activities. They also have to inform Informations- und Wissensmanagement Zoll about every change in company data (boxes 1 – 40 of form 0870) with this form immediately.

Please note that you need to inform your relevant Hauptzollamt (main customs office), which has granted you authorisations, permits or simplifications, separately and directly about any changes concerning your company. The application with this form to IWM Zoll does not substitute the above change notification!

According to the rules in Regulation (EEC) No. 2454/93 economic operators situated in the customs territory of the European Union are registered with an EORI number by the authorities of the member state in which they are situated. Economic operators situated outside the customs territory of the European Union receive a German EORI number, if they are involved in customs activities in Germany and have not received an EORI number from another member state.

Applications can only be processed if all boxes which are obligatory are filled..

The form has to be signed legally binding, the telephone extension is required for enquiries. If applicable, always enclose a copy of the Register of Companies excerpt or the business registration; without it the application cannot be processed.

2. Completion instructions

- box 1** This box is to be ticked if the company/person does not have an EORI number.
- box 2** This box is to be ticked if data of the company/person changes on a certain date. The EORI number is to be mentioned in box 4. In addition only the boxes have to be filled which are relevant for the change.
- box 3** This box is to be ticked if an EORI-Nummer should be ended (only boxes 4 and 6 have to be filled).
- box 4a** Enter the EORI number left aligned starting with the country code if this concerns a change or termination.
- box 4b** Fill in the customs registration number (= Zollnummer, 7 digits) if you have one.
- box 5** Fill in the date from which an addition, a change or a termination is to become effective.
- box 6** Enter the company in accordance to your company register entry (e.g. in Germany acc. to § 17 HGB). For companies, which are not registered in a company register, first name and surname of the company owner have to be indicated. If the number of characters indicated is not enough, please shorten the company name to 120 characters.
- box 7** Enter the full street address.
- box 8** Enter the name of the part of town/city, if applicable, in which the participant has his/her company's registered office.
- box 9** Enter the nationality code (e.g. DE for Germany).
- box 10** Enter the postal/zip code left-aligned. If nationality code DE is used the postal/zip code is obligatory.
- box 11** Enter the name of the town/city.
- box 12** Enter the date of establishment or in case of a natural person the date of birth. If a company is in a register the date of establishment depends on the relevant legal form.
- box 13** Enter the following codes:
1 - natural person (e.g. single company, free lancer)
2 - legal person (e.g. Ltd, Inc.)
3 - association of individuals (e.g. limited partnership)
- box 14** Enter the 4-digit code of your main economic activity according to the Statistical Classification of Economic Activities in the European Community. The codes may be found on the website of the European Commission:
http://ec.europa.eu/eurostat/ramon/nomenclatures/index.cfm?TargetUrl=LST_NOM_DTL&StrNom=NACE_REV2&StrLanguageCode=DE&IntPckKey=&StrLayoutCode=&IntCurrentPage=1
- box 15** If you consent to your data being published, other companies or persons may see your EORI number, your company name and your company address on the internet (boxes 6, 7, 9, 10 and 11). A missing consent does not have any influence on customs activities.
- box 16** Enter the legal form (e.g. Ltd, Inc., Single company), if applicable with the addition in liquidation or in insolvency.

Contact person EORI (boxes 17 to 24)

If a contact person is mentioned, boxes 17, 21, 22, 23, 24 and at least one of the boxes 18 to 20 have to be filled.

- box 17** Enter the full name of the contact person (first and family name).
- box 18** Enter the telephone number in international format:
+[country code] [area code [company number] [extension] e.g. +49 351 44834 520
- box 19** Enter the fax number in international format (see box 18).
- box 20** Enter the e-mail address in international format: e.g. firstname.lastname@company.de
- box 21** Enter the street name and number.
- box 22** Enter the nationality code (e.g. DE for Germany).
- box 23** Enter the postal/zip code left-aligned.
- box 24** Enter the name of the town/city.
- box 25a/25b** If available, enter the VAT Identification Number for intra-community supplies and receipts (VAT ID No.) left aligned starting with the country code. In Germany this number is issued by the Bundeszentralamt für Steuern, Dienstsitz Saarlouis (Federal Central Tax Office in Saarlouis).
- In case you would like more than two VAT ID numbers added to your EORI number, please add a separate list to this application.
- In the German IT system ATLAS the VAT ID No. is imperatively needed for paperless proof of tax deduction (Vorsteuerabzug).

Identification number of a third country (boxes 26 and 27)

Boxes 26 to 27 are only to be filled if the place of business or residence is outside the customs territory of the European Union and if the economic operator has been issued an identification number for customs purposes by the relevant authorities of their country. In case you would like more than one identification number added to your EORI number, please add a separate list to this application.

- box 26** Enter the number left aligned starting with the country code, which has been issued to the economic operator by the relevant authorities for customs purposes.
- box 27** If the country code is not known (see box 26), please enter the full name of the country.
- box 28** Enter your tax office (Finanzamt).
- box 29** Enter the tax office number of the tax office mentioned in box 28. The tax office numbers may be found in the database of the Bundeszentralamtes für Steuern (Federal Central Tax Office) at www.bzst.de.
- box 30** If available, enter the town/city where the district court of the company register is situated.
- box 31** If available, enter the number by which your company is mentioned in the company register.

Place of business accounting (boxes 32 to 37)

- box 32** This box is to be ticked if the place of business accounting is the same as in boxes 7 – 11. If this is applicable, boxes 33 to 37 do not have to be filled.
- box 33** Enter the place where business accounting can be checked (e.g. tax consultant John Doe or department of finance accounting). This does not mean accounting systems.
- box 34** Enter the street name and number.
- box 35** Enter the nationality code.
- box 36** Enter the postal/zip code left-aligned.
- box 37** Enter the name of the town/city.
- box 38** If available, enter the tax number which has been issued by a German tax office for VAT purposes.
- box 39** If you declare exports via the internet export declaration plus (IAA Plus), enter in this box the tax number for which the ELSTER certificate has been issued, i.e. the tax number which you have used for the application of your ELSTER certificate.
- If you use IAA Plus for the export declaration, the EORI number is checked against the tax number which was valid at the time you were issued the certificate and which is stored for the ELSTER certificate (authentication of the user). For this reason your master data of the EORI number at IWM Zoll also has to contain the tax number on which the ELSTER certificate is based.
- box 40** This box is only to be filled by single companies, single dealers and private persons. The tax identification number of the applicant is to be entered. The tax identification number is an identification attribute for natural persons which is valid in all German Federal States and which is to be mentioned in all applications, declarations and notices to the tax authorities according to §§ 139a and 139b Abgabenordnung (German Fiscal Act).
- box 41** **The form has to be signed legally binding, the telephone extension is required for enquiries. If applicable, always enclose a copy of the Register of Companies excerpt or the business registration; without it the application cannot be processed.**