

5 Delivery of excise goods details or if preferred provide a copy of the printed eAD

Name of destination warehouse

Address of destination warehouse

Postcode

Name of transporter

Address of transporter

Postcode

Destination excise warehouse approval number

Guarantee provider

Description of goods including product and brand name

Quantity (cases, litres)

Intended date of despatch from warehouse DD MM YYYY

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Administrative Reference Code (ARC)

Port/airport of despatch

Now sign the declaration

6 Supply of services details

Date the service is to be provided DD MM YYYY

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Your invoice number for the service if issued

Describe which service you are providing

Is this a part of a continuous service contract with the customer you have named in question 3?

Yes ☐ No ☐

Now sign the declaration

Declaration

Name in capital letters

Signature

Date DD MM YYYY

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Position in the company

Email or fax your completed form to:

National Warehouse Returns Centre

Fax number **0141 555 3506**

E-mail **NWRCGlasgow@hmrc.gsi.gov.uk**

Explanatory Notes

This form must be completed by warehousekeepers, owners of goods and duty representatives registered under the Warehousekeepers and Owners of Warehoused Goods Regulations 1999 (WOWGR) and persons registered or licenced for beer, cider, perry, spirits, wine or made-wine under the Alcoholic Liquor Duties Act 1979 (ALDA). You must provide details if you receive or (for part payments) expect to receive:

1. Payment in cash for the supply of duty suspended alcohol (beer, wine, made-wine, cider, perry and spirits) in excess of £9,000 (or equivalent in euros or other currencies) – this applies to removals from warehouses and sales in warehouses between registered owners.
2. Payment in cash for the supply of services (for example provision of storage facilities, use of movement guarantee or affixing or removal of duty stamps) in excess of £9,000 (or equivalent in euros or other currencies).
3. Cash payments not exceeding £9,000 where the value of the sale exceeds £9,000 and you are expecting the outstanding balance to be paid in cash.
4. Or if this is a refusal by you to accept a cash payment in excess of £9,000 (or equivalent in euros or other currencies).

Note: Questions 1, 2, and 3 of this form must be completed in all cases.

Completed forms must be sent **prior** to the despatch of goods or provision of services by fax or email to:

National Warehouse Returns Centre

Fax number **0141 555 3506**

Email **NWRCGlasgow@hmrc.gsi.gov.uk**

For further advice on the completion of this form phone the Helpline on **0845 010 9000**.

If you fail to submit this form you may be liable to a civil penalty.

Data Protection Act

How we use your information

HM Revenue & Customs is a Data Controller under the Data Protection Act 1998. We hold information for the purposes specified in our notification to the Information Commissioner, including the assessment and collection of tax and duties, the payment of benefits and the prevention and detection of crime, and may use this information for any of them. We may get information about you from others, or we may give information to them. If we do, it will only be as the law permits to:

- check the accuracy of information
- prevent or detect crime
- protect public funds.

We may check information we receive about you with what is already in our records. This can include information provided by you, as well as by others, such as other government departments or agencies and overseas tax and customs authorities. We will not give information to anyone outside HM Revenue & Customs unless the law permits us to do so. For more information go to **www.hmrc.gov.uk** and look for *Data Protection Act* within the *Search* facility.