

Dear Sirs,

To whom it may concern

Our EORI number is : _____

Our Duty deferment number is: _____ (if applicable)

We confirm that we require the VAT liability on all of our importations should be completed using POSTPONED ACCOUNTING for VAT.

We understand that this means that we should account for the Import VAT on our VAT returns. This is to apply for both imports from the EU and non-EU countries.

We will inform you in writing should we want to change from these procedure. Please keep this letter on file until such time.

Yours faithfully,

Signed:

Dated

Position: