

5 steps towards export your product







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WICH INSTITUTIONS CAN HELP US.







CHAMBERS OF COMMERCE

TRADE-SPECIFIC NEWS
PROVIDERS OR TRADE
PROMOTION AGENCIES IN
OUR COUNTRY

EXPORT CONSULTANTS
AND RELEVANT BANKS

Cómo encontramos socios comerciales

- Trade fairs specifically for buyers and sellers to meet

- Events or help provided by chambers of commerce





CHECK THE EXPORT CONDITIONS IN THE EU AND IMPORT REQUIREMENTS.

STEP 2

WHO CAN EXPORT?

- You need to be established in the EU as a company or permanent business establishment.
- You also need to register with the national commercial register.
- If you are a non-EU resdent, you need to have a work permit to carry out an independent commercial activity.

HOW CAN I EXPORT?

- Directly to a buyer
- Alternatively, especially very small companies often export indirectly via e-commerce platforms.



HOW TO REGISTER AS AN EXPORTER?

- You need to apply at the competent customs administration for a so-called Economic Operators Registration and Identification (EORI number)
- If you want to export to a country the EU has preferential trade agreement, you may also need to apply for the status of an
 Authorised Exporter (EA)

WHICH TARIFFS APPLY TO YOUR PRODUCT?

It depends on your agreement and contract with the buyer, but in most cases it **is advisable to leave the import clearance to the buyer** who then pays the customs duties as well as the taxes and additional duties that become due at importation

IS THE EXPORT OF YOUR PRODUCT RESTRICTED IN THE EU?

- Check in the TARIC to see if you need an export licence for your product
- Check export restrictions on www.santionsmap.eu
- For certain products there may exceptionally be national restrictions of your Member State which you should check with its competent authorities.



HEALTH, SAFETY AND TECHNICAL REQUIREMENTS FOR YOUR PRODUCT

- Technical or health and hygiene requirements (often referred to as sanitary and phytosanitary requirements)
- How to certify your product?

 You should check in the Procedures and Formalities section which are the certification requirements in your export market, which certificates are accepted by the competent authorities, whether the testing can be carried out by an accredited laboratory or institution in the EU or whether the certification must be carried out in the country of destination

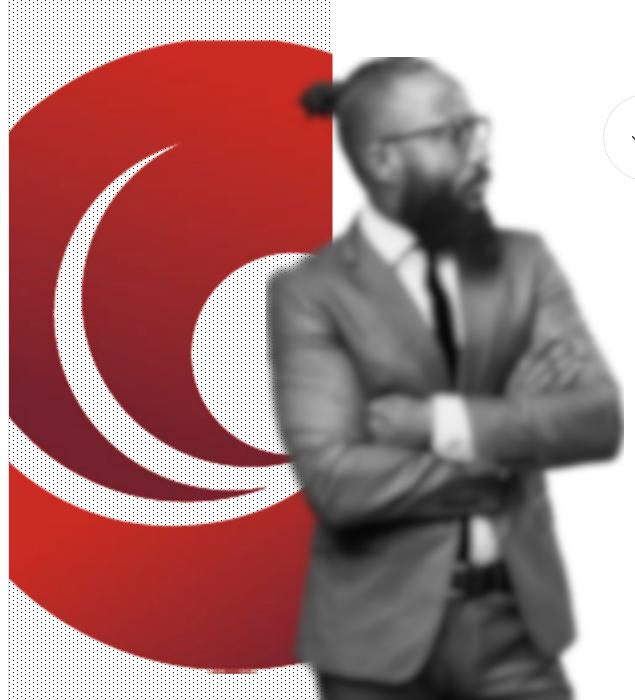
OTHERS

- Check whether there are benefits due to preferential trade agreements between the EU and the country of destination.
- See if anti-dumping or other trade defence measures are in place
- Check if there are any additional taxes and duties in the export market
- Packaging and labelling requirements for your product
- Check how your product's intellectual property is protected in the country you want to export to

STEP 2









¿How are the liabilities shared between you and your buyer?

The responsibility of the parties to an export/import transaction is laid down in the contractual agreement.

Unless there are special reasons the responsibility for import, usability or marketing of your product should be assumed by the buyer as the importer. Only experienced traders should deviate from his rule.

STEP 3

Who can help you in the export and transport process.

A forwarding agent can help with





ARRANGING THE
COLLECTION AND DELIVERY
OF YOUR GOODS



PACKING



NEGOTIATING FREIGHT RATES WITH CARRIERS



INSURANCE



BOOKING CARGO SPACE



PREPARING CUSTOMS
DOCUMENTS ON YOUR
BEHALF







PREPARE DOCUMENTS FOR EU EXPORT LICENCE DISAPPROVAL.

The export declaration provides the necessary information about the goods themselves and the transport. It includes:

- Origin of the goods
- Destination country
- Commodity codes
- Customs procedure codes
- Value of the goods

Documents you need to prepare include:

- Invoice and transport documents and a packing list
- VAT and export records
- Certificates or licences

You can file the customs declaration yourself or it can be done by a service supplier who is your customs representative. If you employ a forwarding company or customs broker they can act on your behalf



STEP 4

PREPARE DOCUMENTS FOR EU EXPORT LICENCE DISAPPROVAL.

How to present the export declaration and the goods for export?

The export procedure has two stages:

- The lodging of the export declaration and the presentation of the goods at the customs office of export
- The presentation of the goods and the indication of the Master Reference Number (MRN) of the export declaration at the customs office of exit, followed by a release for exit.

What happens after the submission of your export declaration?

There are three possible cases:

- Your goods may be released for export based on your submitted export declaration, or
- Your goods may be selected for a document check and you may be asked to submit further documents before your goods can be cleared, or
- Your export might be selected for a document as well as physical check.







PREPARE THE DOCUMENTS FOR IMPORT CUSTOMS CLEARANCE IN THE COUNTRY.

When your goods reach the country of destination, the local import requirements and processes will apply to your exports.

Use trade.ec.Europa.eu to establish those requirements and to be in the position to align on them with your buyer



COMMERCIAL INVOICE



PACKING LIST



IMPORT LICENCES



CERTIFICATES

That certify that the product complies with the regulations



PROOF OF PREFERENTIAL ORIGIN

EUR 1 EUR-MED Statement of origin ETC



CERTIFICATE OF ORIGIN

Proving the product's non-preferential origin





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