



# Entry Summary Declaration using the web channel

Sea Traffic



# How to access the web channel?

The link to the web declaration service can be found on the Customs website (www.tulli.fi). The start page for all the declarations can be accessed through the following path: Yrityksille > Sähköinen asiointi > Internet-asiointi

The screenshot shows the Tulli website interface. At the top, there is a navigation bar with the Tulli logo and the text 'TULLI TULL • CUSTOMS'. Below the logo, there are tabs for 'Yksityisille' and 'Yrityksille', and a dropdown menu for 'Suomen tulli'. A secondary navigation bar contains buttons for 'Asiakkaana Tullissa', 'Tuonti', 'Vienti', 'Muut tullimenettelyt', 'Verotus', and 'Sähköinen asiointi'. The 'Sähköinen asiointi' button is highlighted in yellow. Below this, a breadcrumb trail reads 'Yrityksille > Sähköinen asiointi > Internet-asiointi'. The main content area is titled 'Internet-asiointi' and contains a description of the service and a table for 'Tulli-ilmoittaminen'. A sidebar on the left lists various services under 'Sähköinen asiointi', including 'Lomakkeet', 'Internet-asiointi', 'Sanomapohjainen asiointi', and 'Yhteystiedot'. A 'Uusia nettipalveluita' box highlights 'AREX', 'EMCS', and 'Nettivienti'.

**Sähköinen asiointi**

- Lomakkeet
- Internet-asiointi
  - EMCS-järjestelmä
  - AREX
  - Nettivienti
  - Nettipassitus
  - Tunnistautuminen nettipalveluissa
- Sanomapohjainen asiointi
- Valitse sopiva asiointitapa
- Tietojärjestelmähankkeet
- EUn eTulli-hanke
- Asiakasneuvontatilaisuuudet
- Tiedotteet
- Sähköisten keskustusten palvelut

**Yhteystiedot**

**EMCS-järjestelmä** puh. 020 690 609 ma - pe 9 - 15

**Nettivienti** puh. 020 690 629 ma -

Yrityksille > Sähköinen asiointi > Internet-asiointi

### Internet-asiointi

Tullin Internet-asiointipalveluita voi käyttää erilaisten Tullin kokoamien tietojen katseluun tai varsinaiseen tulli-ilmoittamiseen. Internet-pohjainen asiointi edellyttää, että käyttäjällä on tietokone ja Internet-yhteys.

**Uusia nettipalveluita**

- >> AREX
- >> EMCS
- >> **Nettivienti**

### Tulli-ilmoittaminen

Ilmoituksen täyttämisen nettilomakkeella	Tiedoston lähettäminen Tulliin
AREX (saapumisen ja poistumisen ilmoitukset)	
EMCS (valmisteverottomien tuotteiden siirrot)	
Nettivienti (vientii ilmoitus)	
Nettipassitus (passitusilmoitus)	
Intrastat-tilastoilmoittaminen (tellaTYVI-palvelu)	Intrastat-tilastoilmoitus ascii- tai csv-tiedostona
PortNet (alusselvitys)	

Entry summary declarations must be completed using the "AREX (entry and exit declarations)" service.

The service can also be accessed via the 'Netti-AREX' link at the bottom of the customs front page through the favourite sites list

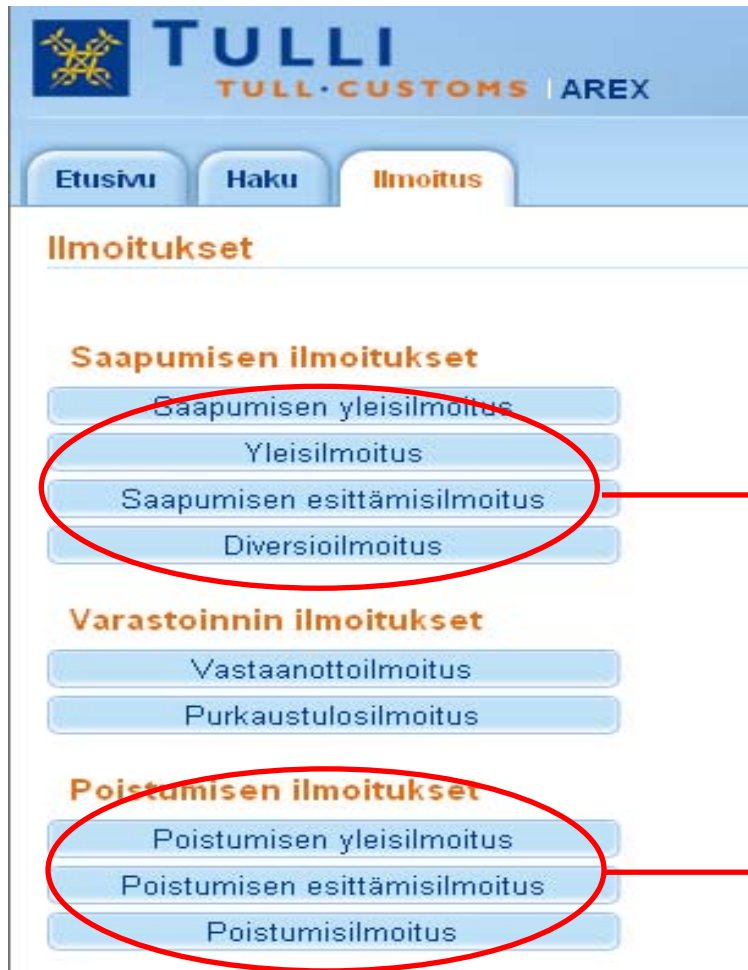


# Application specific front pages

- On the front page of the AREX web service, you will find e. g.
  - General information on the application
  - Link to the user's guide, under which you will find e. g.
    - Frequently asked questions
    - User's guide and terms of use
    - Instructions on how to order a Katso ID
    - Examples of acceptable goods descriptions for summary declarations
  - Links to the TARIC database of the EU (to find the correct description of goods)
  - System notices (for example information on non-availability)
  - Contact information of the call centre AREX: 020 690 629 Mon-Fri 8:00-18:00
  - Language choice for the user interface (Finnish, Swedish or English)
  - The 'Log in using KATSO ID' link
    - Without the Katso ID, only entry summary declarations can be completed for goods arriving by road
- Users logged in using the KATSO ID will first see the details of the business associated with the ID and after this:
  - 'Search' tab
  - 'Selection of declaration type' tab
  - 'Drafts' tab



## Types of declarations that can be made using the AREX web service



For vessels arriving by sea shall be provided


-either an entry summary declaration prior to the arrival of a vessel at a Finnish port directly from outside the EU

-or a summary declaration for temporary storage prior to the arrival of a vessel at a Finnish port from another EU port

- an Arrival notification and presentation always when a vessel arrives at a port

- and in few cases a Diversion Request Import

All exit declarations are used for goods carried by sea



A+ A-
[På svenska](#) | [In English](#)

[www.tulli.fi](http://www.tulli.fi)  
[Kirjaudu](#) [Katso-tunnuksin](#)

Etusivu Ilmoitus
Piilota ohje

**315 Saapumisen yleisilmoitus**

- Perustiedot
- Perustiedot
- Toimijan tiedot
- Kuljetustiedot
- Tavaraerät
- Yhteenveto ja lähettäminen

### Perustiedot

Laatimispäivämäärä ja alka \*

Laatimispaikka \*

Erityisolosuhteet

MRN

Ilmoituksen viite (LRN) \*

Yhtenäisviite (UCR) (\*)

Kuljetuksen viite (\*)

Tavaraerien kokonaismäärä \*

Pakkausten kokonaismäärä

Kokonaisbruttopaino (kg) (\*)

**\* = required information**

**(\*) indicates that a condition exists to enter this information**

**Date can be chosen from calendar, time must be input**

**The instruction provides guidance on how to fill in a declaration, when the mouse is clicked and the cursor is over a field. More detailed guidance can be accessed through the 'Users Guide' link.**

- Specific circumstances: the field is usually left blank
  - If the carrier, declarant and consignee have been granted AEO status, code 'E' can be used here
- MRN: if an identified user with Katso ID corrects a declaration lodged earlier, the MRN issued to the declaration can be seen here
- LRN (Local Reference Number): the unique reference number allocated by the person responsible for lodging a declaration or his representative: can be a consecutive number allocated by the declarant to their declarations, or another reference number identifying the declaration, e. g. bill of lading number
- Unique consignment reference number (UCR): the field is left blank unless an UCR reference number generated in accordance with a certain standard recommended by the World Customs Organization WCO has been allocated to the declaration (in this case the bill of lading number must be entered in the 'Produced documents/certificates' field in the goods item details)
- Conveyance reference number: not to be used for sea transport (for rail transport the rail wagon number, for air transport the flight number)
- Total number of goods items: number of items to be declared, in practice, number of item tabs to be completed
- Total number of packages: The total number of packages is the sum of the number of packages + the number of pieces entered for the goods items + value "1" for each bulk product
- Total gross mass: must be provided either for the whole declaration in this field or at item level in the corresponding tabs



# AREX Entry Summary Declaration: Basic information 2/2

Rahdinmaksutapa

Ensimmäinen saapumistullitoimipaikka \*

Arvioitu saapumispäivä ja -aika \*

Kuljetusmuoto rajalla \*

Aktiivisen kuljetusvälineen tunnus rajalla

Aktiivisen kuljetusvälineen kansallisuus rajalla

Lastauspaikka

Purkauspaikka

« Edellinen

Peruuta

Seuraava »

Tallenna luonnoksena

Select the Office of First entry from the drop down list

Predictive text input: enter at least two characters in the field and a menu will pop up from which you can select the correct alternative. For example, when you enter RU, both the RU code for the Russian Federation and a list of countries containing letters RU will appear

By clicking 'Next', the user can move to the next page. After clicking this button, the application will save details on the page and display an error message if mandatory data elements are missing. A click on the 'Save as a draft' button will also save the data of an unfinished declaration as a draft and the user can continue entering the data later.



- Transport charges method of payment: a code shall be used; must be declared if known
  - For example, Z = Not pre-paid
- Transport mode at border: 1 = Sea transport. If a declaration is completed without Katso identification, the system accepts only road transport. The declaration must be restarted by logging in under the Katso ID
- Expected arrival date and time: enter the scheduled date and time of arrival of the means of transport. Local date and time of first place of arrival shall be used.
- Identity and nationality of active means of transport crossing the border: the seven-digit vessel's International Maritime Organisation (IMO) number or the eight-digit unique European Vessel Identification Number (ENI). The nationality of the means of transport is optional for sea transport.
- Place of loading and place of unloading: Maximum length is 35 characters, enter the country code first (e.g. RU, FI), then the name of the place of loading/place of unloading
  - For example: FI Turku
  - Place of loading and place of unloading mean the port where goods are loaded and unloaded from the vessel used for their carriage.
  - If different items of goods have different places of loading and unloading, this information should be provided at item level, not in the basic information for the whole declaration.



# AREX Entry Summary Declaration: Trader's details

Etusivu
Ilmoitus

**315 Saapumisen yleisilmoitus**

- Perustiedot
- Perustiedot
- Toimijan tiedot**
- Kuljetustiedot
- Tavaraerät
- Yhteenveto ja lähettäminen

**Toimijan tiedot**

Ilmoituksen yhdyshenkilö Piilota

Nimi \*

Puhelinnumero \*

Sähköpostiosoite

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Ilmoittaja Piilota

Maa/TIN/jatko-osa

Nimi

Nimen lisäosa

Katuosoite

Postinumero

Postitoimipaikka

Maa

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Kuljetusliike Näytä

Edustaja Näytä

Lähtetäjä Näytä

Vastaanottaja Näytä

Tiedoksisääjä Näytä

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« Edellinen    Peruuta    Seuraava »

Absolutely mandatory are always declarant, consignor and consignee; other data elements are conditional

You only need to enter the EORI number. Other details will appear after the declaration has been successfully submitted and EORI number recognised

Declarant, carrier and representative can only be provided in basic information; consignor, consignee and notify party shall be provided for each goods item, if the trader details differ between goods items.

Declarant, carrier and representative must have an EORI number.

Other trader fields can be displayed by clicking 'Display'.

- Name and phone number should be provided in declaration contact person's details. Your email address will help us if we need to contact you.
- Country/TIN/Extension: The EORI number must be provided here
  - This field need not be completed by traders who are not required to obtain an EORI number (=consignor, consignee, notify party) but their name and address details must be filled in.
  - The country code prefix of the EORI number issuing country, e.g. FI, must be entered in the 'Country' box
  - The numbers following the EORI number prefix should be entered in the 'TIN' box ("Trader Identification Number") (in Finland Business ID, with hyphen, in the format: 1234567-8
  - The 'Extension' box is not filled in when completing an entry summary declaration
    - Should only be completed if the declarant is authorised by Finnish Customs to use the AREX system (this is not required from declarant using the web channel to lodge AREX declarations; it only concerns declarations for storage of goods).
- If the same consignor and consignee are declared for all goods items on the declaration, the details of the consignee must be provided in the basic information. Otherwise, these details are declared at goods item level.
- The notify party should only be provided if another party is notified of the arrival of the goods, e.g. when a negotiable bill of lading has been issued.



## Declarant, carrier and representative on entry summary declaration IE315 In the table \* = person responsible for lodging a declaration

Case	Field: Declarant	Field: Carrier	Field: Representative
Sea carrier A* issuing the B/L; A operating their own vessel, A submitting declarations on their own behalf	A	-	-
Sea carrier A* issuing the B/L; sea carrier B operating the vessel with carrier A sharing or leasing space on board the vessel; A submitting declarations on their own behalf	A	-	-
Sea carrier A* issuing the B/L; sea carrier B operating the vessel with carrier A sharing or leasing space on board the vessel; A using agent to submit declarations on their behalf	A	-	C
Sea carrier A* issuing the B/L; sea carrier B operating the vessel with carrier A sharing or leasing space on board the vessel. A has given their consent to sea carrier B to lodge a summary declaration for temporary storage for goods on the B/L issued by A	B	A	-
Combination of vehicles of road carrier D* driven onto vessel operated by sea carrier B, D submitting declarations on their own behalf	D	-	-

Etusivu

Haku

Ilmoitus

## 315 Saapumisen yleisilmoitus

- Ilmoituksen pääsivu
- Perustiedot
  - Perustiedot
  - Toimijan tiedot
  - Kuljetustiedot**
- Tavaraerät
- Yhteenvedo ja lähettäminen

## Kuljetustiedot

### Kulkureitti

Reittimaa(\*)

Poista

Lisää rivi

### Sinettien numerot

Sinetin numero

Poista

Lisää rivi

### Seuraavat saapumistullitoimipaikat

Tullitoimipaikka

Poista

Lisää rivi

<< Edellinen

Peruuta

Seuraava >>

Tallenna luonnoksena

- Country of routing code: Enter the codes of the countries through which goods are routed.
  - Each country should be specified in separate line by clicking the ‘Add line’ button
  - Countries must be provided in chronological order so that the country of original departure is entered first and the country of final destination is entered last, and the countries through which goods are routed are entered between them
  - Completion of this field is mandatory, optional data elements, marked with asterisk, only relate to Specific Circumstance Indicator code B (ship and aircraft supplies)
- Seal numbers: optional
- Offices of subsequent entry: mandatory data element if part of the goods is destined for subsequent offices of entry. The subsequent ports in Finland where goods are intended to be unloaded must also be entered. The customs office supervising the port (Customs code list 0129) must be declared as the office of entry.

Etusivu Ilmoitus

315 Saapumisen yleisilmoitus

- Perustiedot
- Tavaraerät
  - Tavaraerä 1
- Yhteenveto ja lähettäminen

**Tavaraerä 1**

Nimike <sup>(\*)</sup>

Tavarankuvaus <sup>(\*)</sup>

YK:n vaarallisten aineiden koodi (UNDG)

Tullistatus

Yhtenäisviite (UCR) <sup>(\*)</sup>

Bruttopaino(kg) <sup>(\*)</sup>

Rahdinmaksutapa

Lastauspaikka <sup>(\*)</sup>

Purkauspaikka <sup>(\*)</sup>

Lähettäjä Näytä

Vastaanottaja Näytä

Tiedoksisaaja Näytä

All these data elements should be provided at item level, if they could not be provided in the basic information for the whole declaration

- Commodity code / Goods description: one of the fields must be completed
  - provision of the commodity code is recommended, at the level of at least 4 digits
- UN dangerous goods code (UNDG) shall be provided if you are carrying any of the substances and articles on the list of the dangerous goods most commonly carried
- Customs status :
  - shall be left blank, or
  - code 'C' must be entered, when Community goods have earlier been loaded on board and their Community status can be proved by means of shipping company's manifest and the sea carrier has been authorised in accordance with Article 324c or 324d CCIP to use documents proving Community status of goods without having to present them for endorsement. In this case, a reference to the authorisation must be made entering code 2YMM in the 'Document reference' field.
  - If non-Community goods are transported or their Community status cannot be proved, code 'N' must be entered.

## Pakkaukset

Pakkauslaji	Pakkauksien lukumäärä	Kappalemäärä	Pakkausten merkit ja numerot
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
			<input type="button" value="Poista"/>
<input type="button" value="Lisää rivi"/>			

## Liiteasiakirjat

Koodi(*)	Numero(*)
<input type="text"/>	<input type="text"/>
<input type="button" value="Poista"/>	
<input type="button" value="Lisää rivi"/>	

## Erityismaininnat

Erityismainintakoodi	Erityismaininnan selite
<input type="text"/>	<input type="text"/>
<input type="button" value="Poista"/>	
<input type="button" value="Lisää rivi"/>	

## Kuljetusvälineet rajalla

Aktiivisen kuljetusvälineen kansallisuus rajalla(*)	Kuljetusvälineen tunnus rajalla(*)
<input type="text" value="abc"/>	<input type="text"/>
<input type="button" value="Poista"/>	
<input type="button" value="Lisää rivi"/>	

## Kontit

Kontin tunnus
<input type="text"/>
<input type="button" value="Poista"/>
<input type="button" value="Lisää rivi"/>






Separate screen must be completed for each goods item with different description / commodity code (or different goods have different consignors, consignees or places of loading or unloading)





- Kind of packages: Select the correct 'Kind of packages' code from the drop down list
  - For example: CS = case; LG =log; VO = bulk, solid, large particles; NE =unpacked; PX = pallet etc.
  - Package code may not be entered only in case of postal consignments or ship and aircraft supplies (Specific Circumstance Indicator code in the basic information is A or B)
- Number of packages: only for packaged goods
- Number of pieces: should be declared only for unpackaged goods NE, NF or NG.
- Either number of packages or number of pieces should be entered for a goods item. If the package type is bulk VQ, VG, VL, VY, VR or VO, the number of packages or number of pieces should not be entered.
- Marks and numbers of packages: must be entered for packaged goods. Is not required for unpackaged goods or bulk. If goods are containerized, only the container number has to be provided.
- Produced documents/certificates: at least one transport document code e.g. N704, N705, N710 or N714 and document number must be declared for sea transport.
  - If the sea carrier has been authorised in accordance with Article 324c or 324d CCIP to use documents proving Community status of goods without having to present them for endorsement, code 2YMM should be used as the 'Produced documents/certificates' code and entry "324c" or "324d", depending on which authorisation has been obtained, as the document number.
  - Portnet number must be declared using code 1PNU if known.
  - Other transport documents can also be declared here.



Etusivu Ilmoitus

315 Saapumisen yleisilmoitus

- Perustiedot
- Tavaraerät
- Yhteenveto ja lähettäminen
- Yhteenveto ja lähettäminen**

### Yhteenveto ja lähettäminen

Ilmoituksen viite (LRN) puuttuu.  
Tavaraerien kokonaismäärä puuttuu.  
Tullitoimipaikka puuttuu.  
Saapumispäivä ja -aika puuttuu.  
Ilmoituksen laatimisaika puuttuu.  
Ilmoituksen laatimispäivämäärä ja -aika puuttuu.  
Ilmoituksen yhdys henkilön nimi puuttuu.  
Ilmoituksen yhdys henkilön puhelinnumero puuttuu.  
Toimijan tiedot puuttuvat

**Ilmoituksessa on virheitä**

Virheet on korjattava ennen kun ilmoitus voidaan lähettää.  
Mene sivunavigaation kautta korjaamaan puutteelliset tiedot ja tallenna tiedot. Palaa sitten yhteenveto ja lähettäminen sivulle lähettämään ilmoituksen tiedot uudelleen.

**Ilmoituksen tiedot**

Perustiedot

- Laatimisaika
- Laatimispäivämäärä ja aika
- Eryisolosuhteet
- Ilmoituksen viite (LRN)
- Yhtenäisviite (UCR)
- Kuljetuksen viite
- Tavaraerien kokonaismäärä
- Pakkausten kokonaismäärä

Although the program provides guidance on provision of missing data when switching from one screen to another, a part of the missing or incorrect data can only be seen on the last sending page either before the submission or after it

The submission can only be made if the characters suggested by the program have been entered in the field at the bottom of the page



Etusivu

**Haku**

Ilmoitus

## Hakukriteerit

Hakukriteerit ilman päivämäärärajausta

MRN	<input type="text"/>
Tapahtumatunnus	<input type="text"/>
Nettiviite	<input type="text"/>

Hae

Hakukriteerit päivämäärärajuksella

Haun alkupäivä *	<input type="text"/>
Haun loppupäivä *	<input type="text"/>
Ilmoitustyyppi	<input type="text" value="▼"/>
Ilmoituksen tila	<input type="text" value="▼"/>

Hae päivämäärärajuksella

## Hakutulokset

MRN ▼ Tapahtumatunnus ▼ Tyyppi ▼ Toimijatunnus ▼ Hyväksytty ▼ Katso-tunnus ▼ Tila ▼ Jättäjä ▼

Sivu 1 / 1



# AREX, search page (identified user logged in using Katso ID)

- If a declaration reference or a transaction ID has been entered as a search criterion, the time interval in which the declaration was submitted doesn't need to be set in order to limit the search
  - In other cases, the start and end dates of the intervals must be set by either entering the date in the format dd.mm.yyyy or by selecting the desired date in the calendar on the side.
- After the search criteria have been entered, start the search by clicking the 'Search' or 'Search within the date range' button
- It's recommended to use as few search criteria as possible.
- If the search doesn't return any results or if there are flaws in the search criteria, the AREX application will notify of the error.
- The search results will be shown in a separate table at the bottom of the page.