

## Instructions for completion

### Declaration of goods imported to the Åland Islands from an EU country

All fields are mandatory, provided that the requested information is available

#### 1. My details

Please enter your first name and surname.

Enter your personal identity code.

Enter your street address, postal code and town/city.

Enter a telephone number that Finnish Customs can use to contact you if the need arises.

Enter an email address that Finnish Customs can use to contact you if the need arises.

#### 2. I wish to declare

Select what you wish to declare. Please select one alternative.

#### 3. Consignment details

Please enter the name of the consignor (sender). If you have bought the goods, enter the name of the seller.

As the country of dispatch, enter the country from where the goods were sent.

Enter Åland Post's arrival ID, which can be found in the arrival notification sent by the transport company.

Enter the date of arrival provided in the arrival notification.

Enter the transport costs for the consignment, if they are not included in the price of the goods. Enter the currency of the transport costs.

#### 4. Details about the goods to be cleared

Enter the goods details. Similar goods (for example, five similar T-shirts) are all entered as one goods item. Dissimilar goods are entered as separate goods items: goods item 1, goods item 2 etc.

In the goods description, please specify what the goods are and what they are made of.

Under "Country of origin", enter the country of manufacture. If you do not know the country of manufacture, please enter the country of dispatch.

Under "Price", enter the price of the goods in the currency in which it has been provided in the order confirmation or some other document. If, for example, you have five T-shirts, provide the total price for all of them.

Enter the currency that is provided in the order confirmation or in some other document.

Enter the number of pieces or pairs.

#### Select the value added tax rate

The general VAT rate is 25,5%. A reduced VAT rate is applied to, amongst other things, books, foodstuffs (14%) and magazines (10%).

If you are declaring used goods to the Åland Islands, please tick the applicable box. Enter the year of manufacture for the used goods.

#### 5. More information

If there are more goods items, please enter them here. Provide the same details for the goods entered here as for the goods entered under section 4.

Here you can also provide any additional information that you wish to convey to the customs officials.

#### Date and signature

Enter the date and sign the form. Also provide your name in block letters.

#### Attachments

Attach at least the arrival notification and order confirmation to the declaration. Also, attach any other attachments to the declaration and tick the applicable boxes.