

**An organisation's declaration of documents imported from outside the customs and fiscal territory of the EU**

Please note that this form is only intended for declaring consignments that contain documents.

**1. Declarant details**

Organisation's name \_\_\_\_\_

Business ID \_\_\_\_\_

Contact person's name \_\_\_\_\_

Organisation's street name \_\_\_\_\_

Organisation's postal code \_\_\_\_\_

Organisation's town or city \_\_\_\_\_

Contact person's telephone number \_\_\_\_\_

Contact person's email address \_\_\_\_\_

**2. I wish to declare documents (printed matter 491191)**

Describe the contents of the consignment (e.g. "certificates" or "completed applications")

\_\_\_\_\_

**3. Consignment details**

Consignor's name \_\_\_\_\_

Consignor's address \_\_\_\_\_

Consignor's postal code and town or city \_\_\_\_\_

Country of dispatch \_\_\_\_\_

Enter the arrival ID provided by Posti or some other transport company \_\_\_\_\_

MRN of previous document provided by the transport company and goods item number (not required for postal consignments)

\_\_\_\_\_

Name of transport company \_\_\_\_\_

Warehouse ID (not required for postal consignments) \_\_\_\_\_

Gross weight of the consignment in kg and number of packages \_\_\_\_\_

Arrival date of the consignment \_\_\_\_\_

**Date, signature and name in print**

\_\_\_\_\_

Attach the arrival notice and, if necessary, more detailed information about the consignment.

Send the declaration and its attachments primarily by secure email to [lomaketullaus@tulli.fi](mailto:lomaketullaus@tulli.fi).

[Read the instructions on how to send secure email.](#)

Alternatively, you can send the declaration by post to the address: Lentotulli/Lomaketullaus, PL 512, 00101 Helsinki.