ABSOLUTE FIDES

Customs document checklist

Tick each item before departure. Cross out the items that do not apply to the trip.

Trip (from, to)	Date	Truck / trailer	Driver	Checked by

Domestic RO trips: documents to check

- [ ] 1 Goods accompanying note or tax invoice
- [ ] 2 Transport document applicable to the trip
- [ ] 3 Truck registration certificate
- [ ] 4 ITP valid
- [ ] 5 Valid motor liability insurance; other cover as agreed
- [ ] 6 Appropriate driving licence and valid professional qualification

Intra-EU trips (in addition)

- [ ] 7 A complete, signed international CMR consignment note
- [ ] 8 Community transport licence (a copy for roadside checks)
- [ ] 9 Digital tachograph + driver card
- [ ] 10 Carrier's CMR insurance (a policy that is in date)
- [ ] 11 Driver attestation, where required

Extra-EU trips (Serbia, Turkey, Moldova, etc.)

- [ ] 12 Transit documents appropriate to the customs procedure, if applicable
- [ ] 13 Export declaration and MRN reference, where required
- [ ] 14 TIR carnet and seals, if the transport uses the TIR procedure
- [ ] 15 Plant health documents required for the product and destination
- [ ] 16 Veterinary documents required for the product and destination
- [ ] 17 Bilateral permit (certain countries)

ADR (dangerous goods)

- [ ] 18 ADR vehicle approval, where required
- [ ] 19 ADR transport document in accordance with 5.4.1
- [ ] 20 Written instructions in languages the crew can read and understand
- [ ] 21 UN labelling + hazard symbols
- [ ] 22 Equipment and qualifications required for the goods carried

Notes

This list is indicative: requirements can differ by country and by cargo. Check them before every trip.

Free template from Absolute Fides. You may use and adapt it freely.

absolutefides.com · jan@absolutefides.com · +40 726 526 609