Victorian Chamber of Commerce and Industry



eATA Carnet App & Desktop User Guide

Preparing a travel for special scenarios

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Preparing a travel for special scenarios

Overview

In some cases, users must arrange travel plans and complete declarations to manage specific situations such as handling split consignment, terminating a temporary admission under the ATA Carnet, transferring temporary admission benefits from an original carnet to a replacement, or extending the final deadline for duty-free re-exportation or re-importation. The following sections will discuss these scenarios and guide you on how to prepare for travel using either the ATA Carnet App or ATA Carnet Desktop.

Transfer to a replacement carnet

Transferring temporary admission to a replacement carnet is essentially a **termination followed by a new admission**. Therefore, the process relies on the same principles described in the **Termination** section.

1. Download Replacement Carnet

- Use the eATA ID and PIN from the Issuing Association to add the replacement carnet to your digital wallet.

2. Prepare Travels

- Original Carnet: Create a travel for termination (Re -exportation/Re -importation codes).
- Replacement Carnet: Create a travel for new admission (Validation, Exportation, Importation codes).

3. Execute Transactions - Customs commits these in sequence:

- Home Customs:
  - Original carnet → Re -importation
  - Replacement carnet → Validation + Exportation
- Foreign Customs:
  - Original carnet → Re -exportation
  - Replacement carnet → Importation

The ATA Carnet System links both carnets automatically. Confirmation appears in Notifications.

Terminating temporary admission under the ATA Carnet

Termination of temporary admission under an ATA Carnet occurs when Customs processes a **re-exportation transaction**, effectively closing the temporary admission granted under the initial importation declaration. This applies to all scenarios where goods leave the customs territory or change status (e.g. diverted to home use, place under a Customs warehouse procedure).

From the ATA Carnet App or Desktop perspective, the holder or authorised representative prepares and submits the necessary declaration to generate the a set of **Re-exportation and Re-importation transaction codes**, which Customs uses to commit the termination.

1. Access Carnet & Prepare Travel

   Log into the ATA Carnet App/Desktop, select the carnet, and use **Prepare a Travel** to create the declaration.

2. Set Departure Country

   Make sure the “From” field matches the customs territory where termination happens. The “To” field usually doesn’t matter unless export customs require a definite export; in that case, choose the country of export.

3. Select Items

   In “Items not being re-exported,” select goods subject to termination.

4. Generate QR Code

   Save the travel, then navigate to **Travels**, tap the QR icon, and swipe to the **Re-exportation transaction code**. Accept the disclaimer.

5. Present to Customs

   Show the QR code (or Carnet ID + transaction code) to the Customs officer.

6. Customs Processing

   The officer scans or inputs the code and commits the transaction in ATA Carnet Customs.

Once committed, confirmation appears in the **Notifications** tab.

Lastly, since goods declared for temporary export will not be returned to the export country, holders may use a re-importation transaction code to declare to Customs of the export country that the temporary export is being regularised into a definite export. If there are any export formalities to complete required by Customs, these are managed outside of the ATA Carnet System.

Note: The app facilitates declaration; Customs performs the actual termination.

Handling split consignments

Please note not all customs accept split consignments, please check with customs before planning a split consignment.

If you intend to ship your goods in separate parts (split shipments), you must create a dedicated **Travel** declaration in the ATA Carnet App or ATA Carnet Desktop for **each portion** of the consignment.

The system works by allowing the holder or representative to select only the items physically present for that trip:

1. **Prepare a Travel:** In the ATA Carnet App or ATA Carnet Desktop, start a new travel declaration under the **'Travels'** tab.

2. **Select the Subset:** When prompted in the **Declared items** section, carefully select or add **only the goods** that are included in this specific physical shipment from the main General List.

3. **Save and Transact:** Save the travel declaration. The system instantly generates the required transaction QR codes corresponding specifically to that subset of goods (the split shipment).

When the holder/representative presents this unique QR code to Customs, the officer sees **only** the declared items for that partial consignment.

Key points on transactions and planning

• **Automatic Codes:** Each prepared travel automatically generates a set of corresponding transaction codes (e.g., Exportation and Importation as a set; Re-exportation and Re-importation as a set). You may also add codes for Transits if needed.

• **Voucher Consumption:** Be aware that **each prepared Travel consumes one 'set'** (one voucher pair) from your carnet.

• **Best Practice:** Plan your shipments carefully and make sure you have sufficient travel sets to use. If the goods declared for a return transaction (e.g., Re-importation) do not exactly match the previous transaction (e.g., Re-exportation), you may be required to create an **extra travel** later to correct the discrepancy, which consumes an additional set.

Extending final date for re-exportation and/or re-importation

Extension of the allowed stay is also a termination followed by a new admission. Customs closes the previous period and opens a new one with an updated final date.

For extending the **Re-exportation date**, key steps include:

1. Close Previous Period

- Prepare and present a Re -exportation transaction (see Termination steps).

2. Open New Period

- Prepare and present an Importation transaction for the same goods. Customs sets the new final date during this step.

For extending the **Re-importation date**, the same logic applies:

- Terminate with **Re-importation**
- Open new period with **Exportation**

Note: an extra travel set will be needed for each extension.



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