

### Notice on import and export licences for agricultural products

(This notice replaces that published in Official Journal of the European Union C 264 of 13 September 2013, p. 4 and Communication from the Commission — Some instructions for the application of Regulation (EC) No 376/2008 adopted by the Commission on 24 September 2013, notified to the Member States on 25 September 2013)

(2016/C 278/03)

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#### Annex I – Entries

##### Part A

##### Part B

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#### Annex II – Subsequent verification

### I. GENERAL

- Licences and extracts thereof shall be issued by the licence issuing authorities of the Member States. They shall be valid for imports and exports to be effected in any Member State, except in special cases provided for in the Union rules.
- In accordance with Article 2(2) of Regulation (EEC, Euratom) No 1182/71 of the Council <sup>(1)</sup>, Saturdays, Sundays and public holidays are not working days for the purpose of lodging applications for licences or for their issue.
- Each licence shall be completed in one language only.
- Applications, licences and extracts must not contain any erasures or over-writing. If an error is made when completing the form, a fresh application or licence must be made out.

Where an application form contains a minor error of no factual significance, the licence is to be issued with the minor error corrected.

- Financial amounts shall be specified in figures in euro; however, Member States not belonging to the euro zone may indicate the financial amounts in their national currency.
- Quantities shall be specified:
  - in metric units of weight or volume using the following abbreviations:
    - ‘kg’ for kilograms
    - ‘hl’ for hectolitres
    - ‘per head’ for live animals, as appropriate.

<sup>(1)</sup> OJ L 124, 8.6.1971, p. 1.

7. Dates are entered as a six-digit number, with two digits in each sub-division: the first two digits represent the day (from 01 to 31) in the first sub-division, the next two digits represent the month (from 01 to 12) in the second sub-division and the last two digits represent the year (01, etc.) in the last sub-division.
8. Example of application of the Brussels local time stipulated in Commission Delegated Regulation (EU) 2016/1237 <sup>(1)</sup> (*Licences*) and in Commission Implementing Regulation (EU) 2016/1239 <sup>(2)</sup> (*Licences*):

13:00 hours in the above Regulations corresponds to 13:00 hours (Brussels time):

Member States	Local time (winter and summer)
Germany	} 13:00 hours
Belgium	
Croatia	
Denmark	
Spain	
France	
Italy	
Luxembourg	
Netherlands	
Austria	
Sweden	
Czech Republic	
Hungary	
Malta	
Poland	
Slovenia	
Slovakia	
Ireland	} 12:00 hours (= 13:00 hours, Brussels time)
Portugal	
United Kingdom	
Bulgaria	} 14:00 hours (= 13:00 hours, Brussels time)
Cyprus	
Greece	
Finland	
Estonia	
Latvia	
Lithuania	
Romania	

## II. COMPLETING SECTIONS OF APPLICATION FOR A LICENCE AND A LICENCE

### 1. General

- 1.1. Applicants need to complete only Sections 4, 7, 8, 11, 14, 15, 16, 17, 18 and 20 of the form for the application for a licence. However, Member States may require applicants to complete Section 1 and, as appropriate, Section 5.

<sup>(1)</sup> OJ L 206, 30.7.2016, p. 1.

<sup>(2)</sup> OJ L 206, 30.7.2016, p. 44.



'DUPLIKAAT'	ET
'ΔΙΠΛΟΥΤΥΠΙΟ'	EL
'DUPLICATE'	EN
'DUPLICATA'	FR
'DUPLIKAT'	HR
'DUPLICATO'	IT
'DUBLIKĀTS'	LV
'DUBLIKATAS'	LT
'MÁSOLAT'	HU
'DUPLIKAT'	MT
'DUPLICAAT'	NL
'DUPLIKAT'	PL
'DUPLICADO'	PT
'DUPLICAT'	RO
'DUPLIKÁT'	SK
'DVOJNIK'	SL
'KAKSOISKAPPALE'	FI
'DUPLIKAT'	SV

## 2. Sectoral specific

### 2.1. Hemp

#### 2.1.1. Section 20

Variety of hemp in the case of seeds for sowing must be indicated.

#### 2.1.2. Section 24

One of the following entries must be made:

- Seeds of varieties of hemp, for sowing, falling within CN code ex 1207 99 20 are accompanied by proof that the tetrahydrocannabinol content of the variety concerned does not exceed that laid down in accordance with Article 32(6) and Article 35(3) of Regulation (EU) No 1307/2013 of the European Parliament and of the Council <sup>(1)</sup>,
- Hempseeds other than for sowing, falling within CN code 1207 99 91 are imported by an importer approved by the Member State,
- True hemp, raw or retted, falling within CN code 5302 10 00 fulfils the conditions laid down in Article 32(6) and 35(3) of Regulation (EU) No 1307/2013.

### 2.2. Ethyl alcohol of agricultural origin

2.2.1. Applications for import licences and import licences for alcohol of agricultural origin shall be marked in section 8 with the name of the country of origin. The box 'compulsory: yes' must be ticked. At the request of the applicant, the administration which issued the licence may replace the country of origin, once only, by another country.

<sup>(1)</sup> OJ L 347, 20.12.2013, p. 608.

2.2.2. The Member States may decide that the import price (CIF) of the alcohol must be indicated in section 20.

2.3. *Garlic*

2.3.1. The country of origin shall be entered in section 8 of licence applications and of licences and the word 'yes' shall be marked with a cross. The import licence shall be valid only for imports originating in the country indicated.

3. **Imports**

3.1. *Section 7*

'Exporting country' means the non-member country from which the product is despatched to the Union.

3.1.1. The exporting country or group of countries must be specified where this is required by Union rules.

3.1.2. Where the Union rules require compulsory provenance, an 'X' must be placed in the box before the word 'yes' and the provenance of the products must correspond to that specified on the licence. The licence shall not be valid otherwise.

3.1.3. In other cases, indication of the exporting country is optional. In those cases, an 'X' must be entered in the box before the word 'no'. Indication of the exporting country may nevertheless be useful for applying Article 16 of Implementing Regulation (EU) 2016/1239, which relates to Sections of *force majeure*.

3.2. *Section 8*

— The country of origin shall be established in accordance with the relevant Union rules.

— The remarks applying to Section 7 shall apply by analogy.

3.3. *Section 14*

Products are to be described by their usual product names (e.g. sugar), and not by their trademark.

3.4. *Sections 15 and 16*

As a general rule, the licence shall be applied for and issued for all the products falling within one CN code (8-digit code). However, in special cases provided for in Union rules, the licence shall be applied for and issued, as appropriate, either:

— for products falling within more than one CN code, or

— for only some of the products falling within one CN code.

If there is insufficient space for entering more than one CN code in Section 16, all the CN codes shall be entered in Section 15, preceded by an asterisk corresponding to one placed in Section 16.

3.5. *Section 15*

The description may be simplified provided it includes the details necessary to establish the classification of the product under the CN code specified in Section 16.

3.6. *Section 16*

The CN code should be specified in full. However, in the special cases provided for in Union rules:

— the full code or codes in the combined nomenclature preceded by 'ex' should be specified,

or

— the codes should be specified in the manner laid down by the Union rules in question.

3.7. *Section 19*

3.7.1. This should be completed in accordance with the Union rules on the accepted tolerance for the product in question.

3.7.2. The figure zero '0' is to be entered in Section 19 of licences where a plus tolerance does not apply.

### 3.7.3. Section 20

This should be completed in accordance with the special Union rules on each sector of the common organisation of the market.

### 3.7.4. Section 24

To be completed in accordance with the special Union rules on each product sector.

### 3.7.5. Sections 25 and 26

The signature in paper licences must be handwritten.

## 4. Exports

### 4.1. Section 7

4.1.1. Indication of the country or group of countries of destination is required where provided for under Union rules.

4.1.2. Where Union rules specify an obligatory destination, an 'X' must be entered in the box before the word 'yes' and the product must be exported to the destination indicated on the licence.

4.1.3. In all other cases, indication of the country of destination is optional. In those cases, an 'X' must be entered in the box before the word 'no'. Indication of the country of destination may nevertheless be useful for applying Article 16 of Implementing Regulation (EU) 2016/1239, which relates to cases of *force majeure*.

### 4.2. Sections 14, 15, 16, 19 and 20

These should be completed as for imports.

### 4.3. Section 22

1. To be completed in accordance with the special Union rules on each product sector.

2. Give all information as to quantities and amounts in both words and figures.

### 4.4. Sections 23 and 24

The signature in paper licences must be handwritten.

## 5. Instructions for drawing up extracts of licences

5.1. Extracts of licences are drawn up by the licence issuing authorities of the Member State which issued the licence.

In Section 3 of extracts of licences enter one of the following:

— *In Bulgarian:* 'Извлечение от лицензия № ...'

— *In Spanish:* 'Extracto de certificado n.º ...'

— *In Czech:* 'Výpis z licence č. ...'

— *In Danish:* 'Partiallicens nr. ...'

— *In German:* 'Teillizenz der Lizenz Nr. ...'

— *In Estonian:* 'Litsentsi nr ... väljavõte'

— *In Greek:* 'Απόσπασμα πιστοποιητικού αριθ. ...'

— *In English:* 'Extract of licence No. ...'

— *In French:* 'Extrait du certificat n° ...'

— *In Croatian:* 'Izvadak dozvole br. ...'

— *In Italian:* 'Estratto del titolo n. ...'

— *In Latvian:* 'Licences Nr. ... izraksts'

— *In Lithuanian:* 'Licencijos Nr. ... išrašas'

— *In Hungarian:* 'A ... sz. engedély kivonata'

— *In Maltese:* 'Estratt tal-licenzja Nru. ...'

- *In Dutch:* ‘Uittreksel van certificaat nr. ...’
- *In Polish:* ‘Wyciąg z pozwolenia nr ...’
- *In Portuguese:* ‘Extrato do certificado n.º ...’
- *In Romanian:* ‘Extras din licența nr. ...’
- *In Slovak:* ‘Výpis z licencie č. ...’
- *In Slovenian:* ‘Izpisek dovoljenja št. ...’
- *In Finnish:* ‘Ote todistuksesta nro ...’
- *In Swedish:* ‘Dellicens nr. ...’

The number to be shown in Section 3 is that shown in Section 25 of the original import licence or in Section 23 of the original export licence.

For imports, all information in Sections 4, 6 to 8, 10, 12 to 16 and 19 to 24 of the licence must be reproduced in the extract or extracts.

For exports, all information in Sections 4, 6, 7, 10, 12 to 16 and 19 to 22 of the licence must be reproduced in the extract or extracts.

In all cases, enter one of the following in Section 11 of the extracts:

‘Извлечение’	BG
‘Extracto’	ES
‘Výpis’	CS
‘Partiallicens’	DA
‘Teillizenz’	DE
‘Väljavõte’	ET
‘Απόσπασμα’	EL
‘Extract’	EN
‘Extrait’	FR
‘Izvadak’	HR
‘Estratto’	IT
‘Izraksts’	LV
‘Išrašas’	LT
‘Kivonat’	HU
‘Estratt’	MT
‘Uittreksel’	NL
‘Wyciąg’	PL
‘Extrato’	PT
‘Extras’	RO
‘Výpis’	SK

'Izpisek'	SL
'Ote'	FI
'Dellicens'	SV

### III. ATTRIBUTION OF PAPER LICENCES (REVERSE SIDE OF THE LICENCE OR EXTRACT)

#### 1. General instructions

- 1.1. Attributions should be done legibly, printed, typewritten or in ink.
- 1.2. Attributions must not contain any erasures or over-writing. Any errors are to be corrected by crossing out the wrong entry and writing in the correct one.

All corrections carried out in this way must be endorsed by the initiator and certified by the stamp of the authority responsible for the attribution.

Where a corrected licence or extract from a licence is issued, the issuing body must also reproduce the attributions shown on the original document.

#### 2. Special instructions for certain sections

##### 2.1. Section 29

For the purpose of the first attribution, the net quantity to be entered in Part I is that shown in Sections 17 and 18, increased by the permitted tolerance, using the same units.

##### 2.2. Sections 29 and 30

In the case of attribution relating to the issue of an extract, the quantity to be entered is that for which the extract is issued, plus any tolerance.

##### 2.3. Section 31

The number of the customs declaration, or where applicable the number of the extract, is noted and the date of acceptance of the customs declaration which is the date of attribution.

##### 2.4. Section 32

The name of the Member State is shown by one of the following abbreviations referred to in Point 4 of Annex I of Implementing Regulation (EU) 2016/1239

The signature must be handwritten.

### IV. APPLICATION OF ARTICLE 13 OF IMPLEMENTING REGULATION (EU) 2016/1239

The document attached in Annex II shall be used where an authority of another Member State is requested to carry out the verification by way of a random check or for any other reason.



## ANNEX I

## Entries

## PART A

Entries referred to in Article 6(4) of Delegated Regulation (EU) 2016/1237

- *In Bulgarian:* правата са прехвърлени обратно на титуляря на [дата] ...
- *In Spanish:* Retrocesión al titular el ...
- *In Czech:* Zpětný převod držiteli dne ...
- *In Danish:* tilbageføring til indehaveren den ...
- *In German:* Rückübertragung auf den Lizenzinhaber am ...
- *In Estonian:* õiguste tagasiandmine litsentsi/sertifikaadi omanikule ...
- *In Greek:* εκ νέου παραχώρηση στον δικαιούχο στις ...
- *In English:* rights transferred back to the titular holder on (date) ...
- *In French:* rétrocession au titulaire le ...
- *in Croatian:* prava vraćena na nositelja dana [datum]...
- *In Italian:* retrocessione al titolare in data ...
- *In Latvian:* tiesības nodotas atpakaļ to nominālajam īpašniekam [datums]
- *In Lithuanian:* teisės grąžinamos nominaliam turėtojiui (data) ...
- *In Hungarian:* Visszátruházás az eredeti jogosultra ...-án/-én
- *In Maltese:* Drittijiet trasferiti lura lid-detentur titolari fil-...
- *In Dutch:* aan de titularis geretrocedeerd op ...
- *In Polish:* Prawa przeniesione z powrotem na tytularnego posiadacza w dniu ...
- *In Portuguese:* retrocessão ao titular em ...
- *In Romanian:* Drepturi retrocedate titularului la data de [data]
- *In Slovak:* Spätný prevod na oprávneného držiteľa dňa ...
- *In Slovenian:* Ponoven odstop nosilcu pravic dne ...
- *In Finnish:* palautus todistuksenhaltijalle ...
- *In Swedish:* återlämnad till licensinnehavaren den ...

## PART B

Entries referred to in the Point II.1.9 of this Notice

- *In Bulgarian:* Заместваща лицензия или извлечение на загубена или унищожена лицензия или извлечение — номер на оригиналната лицензия или извлечение ...
- *In Spanish:* Certificado o extracto sustitutivo de un certificado o extracto perdido o destruido — Número del certificado o extracto inicial ...
- *In Czech:* Náhradní licence nebo výpis za ztracenou či zničenou licenci nebo ztracený či zničený výpis – číslo původní licence nebo původního výpisu ...
- *In Danish:* Erstatningslicens eller -partiallicens for en bortkommet eller ødelagt licens eller partiallicens – originallicens eller partiallicens nr. ...

- *In German:* Ersatzlizenz oder Ersatzteillizenz einer verlorenen oder vernichteten Lizenz oder Teillizenz – Nummer der ursprünglichen Lizenz oder Teillizenz ...
- *In Estonian:* Kaotatud või hävinud litsentsi või väljavõtte asenduslitsents või -väljavõtte – originaallitsentsi või -väljavõtte number
- *In Greek:* Πιστοποιητικό ή απόσπασμα αντικατάστασης πιστοποιητικού ή αποσπάσματος που έχει απολεσθεί ή καταστραφεί – Αριθμός του πρωτότυπου πιστοποιητικού ή αποσπάσματος ...
- *In English:* Replacement licence or extract of a lost or destroyed licence or extract — Number of original licence or extract ...
- *In French:* Certificat ou extrait de remplacement d'un certificat ou d'un extrait perdu ou détruit — Numéro du certificat ou de l'extrait original ...
- *In Croatian:* Zamjenska dozvola ili izvadak izgubljene ili uništene dozvole ili izvadak – Broj izvorne dozvole ili izvatka ...
- *In Italian:* Titolo o estratto sostitutivo di un titolo o di un estratto smarrito o distrutto – Numero del titolo o dell'estratto originale ...
- *In Latvian:* Nozaudētas vai bojāgājušas licences vai izraksta aizstājēja licence vai izraksts – Licences vai izraksta oriģināla numurs ...
- *In Lithuanian:* Pamestos arba sunaikintos licencijos arba išrašo pakaitinė licencija arba išrašas — Pirminės licencijos arba išrašo numeris ...
- *In Hungarian:* Helyettesítő engedély vagy kivonat elveszett vagy megsemmisült engedély vagy kivonat pótlására – az eredeti engedély vagy kivonat száma: ...
- *In Maltese:* Is-sostituzzjoni ta' licenzja jew estratt ta' licenzja li jintilfu jew jinqerdu — in-Numru tal-licenzji jew tal-estratt oriġinali ...
- *In Dutch:* Certificaat (of uittreksel) ter vervanging van een verloren of vernietigd certificaat (of uittreksel) — nummer van het oorspronkelijke certificaat ...
- *In Polish:* Zastępcze pozwolenie lub wyciąg z utraconego lub zniszczonego pozwolenia lub wyciągu – numer oryginalnego pozwolenia lub wyciągu ...
- *In Portuguese:* Certificado ou extrato de substituição de um certificado ou extrato extraviado ou destruído — número do certificado ou do extrato original ...
- *In Romanian:* Licență sau extras de înlocuire a unei licențe sau a unui extras pierdut(e) sau distrus(e) – Numărul licenței sau al extrasului original(e) ...
- *In Slovak:* Náhradná licencia alebo náhradný výpis za stratenú alebo zničenú licenciu alebo stratený alebo zničený výpis – číslo pôvodnej licencie alebo pôvodného výpisu ...
- *In Slovenian:* Nadomestna dovoljenje ali izpisek za izgubljeno ali uničeno dovoljenje ali izpisek – Številka izvirnega dovoljenja ali izpiska ...
- *In Finnish:* Kadonneen tai tuhoutuneen todistuksen tai todistuksen otteen korvaava todistus tai todistuksen ote – Alkuperäisen todistuksen tai todistuksen otteen numero ...
- *In Swedish:* Ersättningslicens eller ersättningsdellicens för en förlorad eller förstörd licens eller dellicens — Nummer på originallicensen eller originaldellicensen ...

## PART C

Entries referred to in the Point II.1.11 of this Notice

- *In Bulgarian:* Преференциален режим, приложим към количеството, посочено в клетки 17 и 18
- *In Spanish:* Régimen preferencial aplicable a la cantidad indicada en las casillas 17 y 18
- *In Czech:* Preferenční režim na množství uvedená v kolonkách 17 a 18
- *In Danish:* Præferenceordning gældende for mængden anført i rubrik 17 og 18
- *In German:* Präferenzregelung, anwendbar auf die in den Feldern 17 und 18 genannte Menge

- *In Estonian:* Lahtrites 17 ja 18 osutatud koguse suhtes kohaldatav sooduskord
  - *In Greek:* Προτιμησιακό καθεστώς εφαρμοζόμενο για την ποσότητα που αναγράφεται στα τετραγωνίδια 17 και 18
  - *In English:* Preferential arrangements applicable to the quantity specified in Sections 17 and 18
  - *In French:* Régime préférentiel applicable pour la quantité indiquée dans les cases 17 et 18
  - *in Croatian:* Preferencijalni uvjeti primjenjivi za količine navedene u odjeljcima 17 i 18
  - *In Italian:* Regime preferenziale applicabile per la quantità indicata nelle caselle 17 e 18
  - *In Latvian:* Labvēlības režīms, kas piemērojams 17. un 18. iedaļā dotajam daudzumam
  - *In Lithuanian:* Taikoma lengvatinė tvarka 17 ir 18 skiltyse įrašytam kiekiui
  - *In Hungarian:* Kedvezményes eljárás hatálya alá tartozó, a 17. és a 18. szakaszban feltüntetett mennyiség
  - *In Maltese:* Arrangamenti preferenzjali applikabbli għall-kwantità indikata fis-Sezzjonijiet 17 u 18
  - *In Dutch:* Preferentiële regeling van toepassing voor de in de vakken 17 en 18 vermelde hoeveelheid
  - *In Polish:* Systemy preferencyjne stosowane dla ilości wskazanych w polach 17 i 18
  - *In Portuguese:* Regime preferencial aplicável em relação à quantidade indicada nas casas 17 e 18
  - *In Romanian:* Regimuri preferențiale aplicabile cantităților prevăzute în căsuțele 17 și 18
  - *In Slovak:* Preferenčné opatrenia platia pre množstvo uvedené v kolónkach 17 a 18
  - *In Slovenian:* Preferencialni režim, uporabljen za količine, navedene v okencih 17 in 18
  - *In Finnish:* Etuuskohtelu, jota sovelletaan kohdissa 17 ja 18 esitettyihin määriin
  - *In Swedish:* Preferensordning tillämplig för den kvantitet som anges i fält 17 och 18
-



## IV. RESULT OF VERIFICATION

## A. The attributions entered on the back of the licence

1. are authentic and accurate
2. are incomplete or inaccurate

box No

line No

should read as follows:

3. have not been certified by my office

## B. The particulars in box No

1. are authentic and accurate
2. are incomplete or inaccurate; they should read as follows:

3. have not been entered by my office

C. The licence is:  authentic  not authenticD.  All dates on the MRN list are conform;

- The dates on the MRN list have been corrected, or marked with ✓ for conformity

## E. Remarks:

Place:

Date:

Signature:

Stamp: