

When you are sending goods to other customs countries, you have to be export registered at Danish Business Authority. It is also recommended to be import registered, so parcels can be returned

Canary Islands

Invoice

- Standard requirements for export invoice, see below
- On invoice phone number and e-mail must be stated
- Receiver VAT number and receiver social security number

Export declaration

- Regardless values export declaration must be made to Canary Islands
- Customs exit point: ES002801
- Procedure code 1000900
- Shipment type CO

If shipper does not provide export declaration, GLS will make it against fee.

Greenland

Invoice

- Standard requirements for export invoice, see below

An export parcel label must be used for parcels to Greenland.

There may be taxes on certain product groups.

Faroe Islands

Invoice

- Standard requirements for export invoice, see below

An export parcel label must be used for parcels to Faroe Islands.

Iceland

Invoice

- Standard requirements for export invoice, see below

An export parcel label must be used for parcels to Iceland.

If you have any questions, please contact us at
export@gls-denmark.com or phone 76 33 12 79



Other customs countries

Requirements for export invoice:

Following information must be included in the invoice for Norway, in order for the goods to be sent to Norway

- Shipper information (name, address, CVR number, etc.)
- Importer information (name, address, VAT no., phone no., e-mail)
- Date and invoice number (proforma invoice is not allowed)
- Customs tariff number and item description
- Country of production/country of origin, per customs tariff number
- Value per customs tariff number (value can not be 0)
- Currency
- Weight per customs tariff number
- Amount per customs tariff number
- Count per customs tariff/production country – amount and pieces
- GLS parcel number
- If the goods have origin in EU the declaration of origin is added,

"The exporter of the products covered by this document (customs authorisation No DKREXXXXXXXX/DKXXXXXXXX) declares that, except where otherwise clearly indicated, these products are of EU preferential origin"

If importer shall avoid to pay duties above either shall be signed or authorization number filled in.

Proforma invoice

If you use a proforma invoice, the reason must be added on the proforma invoice. The reason could be, replacement, repair, sales material or other. Proforma invoice may only be used in cases where the receiver is not paying for the goods. Value on proforma invoice shall be the items cost price (value can not be 0)

Customs papers

Customs papers shall be send to GLS latest, at the same time as the shipments are picked up.

Customs papers must not be placed on the package but uploaded at <https://tdoc.gls.dk> or send as e-mail to spedition@gl-denmark.com.

Remember that all shipment numbers shall be noted on documents.

If GLS has not received documents same day as shipments are dispatched, this can results in additional cost.

Upload customs papers

<https://gl-group.eu/DK/da/kundeservice-erhverv>

Bottom at the page choose "Levering/delivery"

Choose "Levering uden for EU/Delivery outside EU"

Choose "Upload faktura/Upload invoice"

