

4. Acknowledgement of request for cheque to be sent by post

If you wish a cheque to be sent by post after your departure (see (a) and (b) opposite), the Customs and Excise Officer will complete the following as acknowledgement of your request.

To
repayment of the amount of £
deposited by you on 20
at
under duty receipt number
will be made by a cheque sent by post to
.....
providing all of the conditions of the relief from charges have been fulfilled.

.....
Customs and Excise Officer



To be completed by the Customs and Excise Officer when appropriate, and retained by the depositor.

REQUEST FOR REPAYMENT

To the Collector, HM Customs and Excise,
.....
(place where deposit was paid)

Particulars of deposit Amount £
duty receipt number dated

My departure from the United Kingdom has been fixed for
..... 20 by
(date) (name of ship or flight number of aircraft)
from
(port or airport)

I undertake to produce the duty receipt and the article(s) to which this deposit relates to the Customs and Excise Officer there.

I request that the deposit be repaid:

(a) by sterling cheque, sent to my account at
.....
(name and address of bank)

Delete
all but
one of
these

(b) by sterling cheque, sent to me at
.....

(c) by sterling cheque, handed to me on departure.

(d) by sterling cash handed to me on departure.
(This can be allowed for small amounts only).

Signature Date 20

Address abroad
.....



HM Customs and Excise

Request for Repayment of Duty on Deposit Pending Exportation

1. To qualify for repayment

The goods must be exported either when you leave the United Kingdom or when they have been in the United Kingdom for a total of 6 months in the preceding 12, whichever is the earlier.

2. To reclaim your deposit

(a) Fill in the "Request for Repayment" inside. Please state exactly how you would like to be repaid by filling in (a) or (b) or initialling (c) or (d), and deleting the other 3 options.

If you know when you pay the deposit when and where you will be leaving the UK, you may fill in the "Request for Repayment" on the spot and give the form to the Customs and Excise Officer.

Customs and Excise at the address shown on the duty receipt at least 14 days before the date you leave the UK.

(b) Produce the article(s) concerned and the duty receipt to the Customs and Excise Officer when you leave the UK.

If the article(s) are being exported by an agent you or the agent should arrange to produce the articles and the duty receipt to Customs at export.

If the articles and the duty receipt are not produced, repayment cannot be made.

3. Method of repayment

Repayment will be made by whatever method you indicate on the "Request for Repayment". Only small amounts may be repaid in cash and these will be in sterling currency. Repayments cannot be made in foreign currency in any circumstances.

Data Protection Act 1998

HM Customs and Excise collects information in order to administer the taxes for which it is responsible (such as VAT, insurance premium tax, excise duties, air passenger duty, landfill tax), and for detecting and preventing crime.

Where the law permits we may also get information about you from third parties, or give information to them, for example in order to check its accuracy, prevent or detect crime or protect public funds in other ways. These third parties may include the police, other government departments and agencies.