



HM Revenue & Customs

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Corporate Treasury
Duty Deferment Office
8th Floor Central, Alexander House
21 Victoria Avenue
Southend-on-Sea
SS99 1AA



Email cdoenquiries@hmrc.gov.uk

Web www.gov.uk

Date 15 January 2021
DAN ref 6152954

Dear Sir or Madam

Certificate of approval for duty deferment

Duty Deferment Approval Number (DAN): 6152954

Deferment account limit: £10,000

Thank you for sending us your application for a duty deferment account. We have approved this arrangement. This means you can defer payment of duties and import VAT from the date of this letter.

What you need to do now

You should give your DAN, shown above, to any shipping agent that you've authorised to use your deferment facility. You also need to tell us who you've authorised. You need to use form C1207N 'authority to defer duty payment' to do this. To get this form online, go to www.gov.uk and search 'C1207N'. Once you have filled in this form, send it to us at the address shown at the top of this letter.

We'll continue to give this approval, if you continue to meet the approval criteria.

You can find a copy of the duty deferment approval criteria online. This gives information about what you need to do to run a duty deferment account. To find this information, go to www.gov.uk and search 'How to use your duty deferment account'.

We recommend that you register to view your deferment statements online. I enclose notice 'Register for Duty Deferment Electronic Statement (DDES)', which tells you how to do this.

If you make any changes that affect your business, you must write to this office to tell us. Please quote your DAN whenever you contact the Duty Deferment Office.

Information is available in large print, audio and Braille formats.
Text Relay service prefix number – 18001

Yours faithfully

Duty Deferment Office

If you need extra support, go to www.gov.uk/dealing-hmrc-additional-needs For example if you have a disability, a mental health issue, or do not speak English/Welsh.



Register for Duty Deferment Electronic Statements (DDES)

Important notice

The Duty Deferment Electronic Statements (DDES) service allows you to view, print and download your deferment statements from the internet.

To use DDES, you must register, enrol and activate the service through a central registration process within the Government Gateway. The Government Gateway is an internet site managed by the Cabinet Office and is the starting point for all electronic government services.

Once you have completed the central registration process, you can access DDES. Go to www.gov.uk/duty-deferment-statements

For more information about electronic services, go to www.gov.uk/government/publications/duty-deferment-electronic-statements-service-availability-and-issues

If you have any problems when you enrol, register or activate this service, you should phone our Online Services Helpdesk on 0300 200 3600.

Changes to your company

If any changes happen to your company which may affect your deferment account, please tell our Central Deferment Office (CDO). Examples of changes are address, VAT registration number and bank account. You can contact the CDO as follows.

Address	Central Deferment Office (CDO) 8th Floor North Central Alexander House 21 Victoria Avenue SOUTHEND ON SEA SS99 1AA
Phone	03000 594 243 (open from 9am to midday and 2pm to 4pm)

