



APPLICATION/NON EU/EORI/A4 Form

EORI number application for a person who has its registered office or central headquarters **in a third country** and who intends to perform his **first customs activities in Belgium** OR who has a **permanent business establishment in Belgium**
Consent to publication on the [EORI page of the DG TAXUD website](#)

All fields are mandatory

REQUEST JUSTIFICATION

- The applicant intends to perform his **first customs activities in Belgium**.

If you tick this box, you are obliged to provide details of your first customs activities in Belgium below :

AND/OR

- The applicant is established in the customs territory of the Union via a **permanent business establishment in Belgium**.

If you tick this box, you are obliged to provide, as an annex, an official document (act of the Moniteur belge) proving the permanent business establishment in Belgium (please see explanatory note at the end of the form).

Address of permanent business establishment (street + number) :

(postcode + city) :

(country code) : BE

The applicant insures that he is not yet registered with an EORI number in another EU Member State

APPLICANT

1. Third country unique identification number :
2. Legal name :
3. Address of registered office or central headquarters
(street + number) :
(postcode + city) :
(country code) :
4. Type of person :
5. Date of establishment :
6. VAT number(s), if any, assigned in the European Union :

CONTACT INFORMATION (person authorized to enter into legally binding commitments on behalf of the applicant organization)

7. Contact person name :
8. Function :
9. E-mail :
10. Phone :



PUBLICATION APPROVAL

I consent / I do not consent the publication of the name and address of the applicant on the [EORI page of the DG TAXUD website](#), in accordance with article 12 of the Union Customs Code (UCC).

- In order to confirm the provided identification, the applicant attaches to his application form
 - a **commercial register document** (original or certified copy of an official identification document issued by the authorities responsible for the commercial register or by a Chamber of Commerce in the EU or in the third country) (for legal persons or associations of persons)
 - a copy of valid **passport** or other travel document (for natural persons)

- The applicant undertakes to inform the EORI Cell of **any changes** in the information provided in this application.

Date:

Name:

Digital (e-ID) or physical signature:

Please send this duly signed application **by email** to EORI.be@minfin.fed.be.

To facilitate the processing of your application, please clearly state the **purpose** of your request (type of form, name and identification number of the applicant (e.g. CBE number or VAT number).

For **more information** regarding the EORI number, please visit our website ([FR](#) [NL](#))

Explanatory note

- The **APPLICATION/NON EU/EORI/A4** form is the EORI number application form for a person whose registered office or central headquarters is/are located in a third country and
 - (a) who intends to perform his first customs activities in Belgium OR
 - (b) who has a permanent business establishment in Belgium

- **Request justification:** please mention the reason why you are applying to the Belgian customs authorities. **Please** note that at least one of these two boxes must be ticked. Failure to do so will **invalidate** the application.
By returning this form, the applicant insures that he is not yet registered with an EORI number in another EU Member State. **As a reminder**, the EORI number is a unique identification number, valid throughout the customs territory of the Union.

- The **establishment in the customs territory of the Union** is defined in Article 5 (31) [UCC](#): "person established in the customs territory of the Union means:
 - (a) in the case of a natural person, any person who has his or her habitual residence in the customs territory of the Union;
 - (b) in the case of a legal person or an association of persons, any person having its registered office, central headquarters or a permanent business establishment in the customs territory of the Union".A **permanent business establishment** is defined in Article 5 (32) [UCC](#) as "a fixed place of business, where both the necessary human and technical resources are permanently present and through which a person's customs-related operations are wholly or partly carried out". If you have a permanent business establishment in the customs territory of the Union, please provide an **official document** proving the permanent business establishment in Belgium. This official document is an extract from an **act of the Moniteur belge**, expressly stating that the applicant complies with the provisions of Article 5 (32) [UCC](#).



Example of a valid extract from the *Moniteur belge* :

(f)représenter le partenariat à responsabilité limitée dans toutes les transactions avec l'État, les autorités gouvernementales, provinciales et communales, les autorités fiscales, l'administration de la TVA, les douanes, la poste, les services du téléphone et télégraphe, les autorités portuaires, les compagnies ferroviaires et d'aviation et tous autres services publics et à signer tous engagements envers ces autorités, services et compagnies.

(o)engager et licencier tous membres du personnel et à déterminer leur rémunération et toutes autres conditions d'emploi, sous réserve de notre approbation

(r)entreprendre et à suivre au nom du partenariat à responsabilité limitée toutes procédures légales, tant en qualité de demandeur que de défendeur et à introduire toutes demandes, requêtes ou plaintes auprès de tous organismes de l'État, de toutes administrations fiscales, douanières et autres, ainsi qu'auprès de toutes autres autorités publiques, le tout sous réserve de notre approbation.

(w)transférer une ou plusieurs des procurations susmentionnées, à son gré et pour une durée fixe, à des collaborateurs ou à des tiers, que cela soit individuellement ou conjointement, sous réserve de notre approbation.

IMPORTANT! If the applicant is established in the customs territory of the Union via a permanent business establishment in a Member State other than Belgium, he is obliged to apply for an EORI number in that Member State.

Economic operators not established in the customs territory of the Union who wish to lodge export declarations cannot be entered in box 2 (exporter) because they do not meet the requirement of establishment in the customs territory of the Union laid down in the definition of exporter (Article 1(19) of the [UCC DA](#)).