

Import Licences

How to send soil samples from outside Continental Europe to ALcontrol the Netherlands

Why are Import Licences necessary?

In order to protect the Netherlands from harmful influences, i.e. seeds or other harmful organisms which can influence our ecosystem, the Dutch Ministry of Agriculture, Nature & Food Quality has stated an authorized check needs to be performed by the Phytosanitary Department for which an Import License is required. This only concerns SOIL and SLUDGE samples entering the Netherlands from outside Continental Europe. Note that an Import License is not required for water samples (ground water, waste water, or other).

For which country an import license is required

An Import License isn't required for all countries of Continental Europe, Egypt, Israel, Libya, Morocco and Tunisia.

For all other countries, Turkey, Belarus, Moldavia, Russia, Ukraine and all third countries which don't belong to continental Europe an import license is required.

How to ship and with which company?

Shipping should preferably be done by DHL or TNT as AIRFREIGHT. The shipping party (customer) organizes the shipment. The samples need to be packed in a decent/durable package.

Per box the following documents/notifications need to be packed OUTSIDE the box:

1. Import License
2. Custody Invoice
3. Airway Bill (see Annex III) ^{1,2} and any other required clearance documents
4. Biohazard notification

¹ On the Airway bill check "Destination Duties/taxes" are for the SHIPPER. If not VAT will be invoiced to ALcontrol in which case we will invoice the shipping party plus € 25 administration costs.

² According to European legislation for custom purposes concerning shipments to ALcontrol but from **outside** the European Continent, the EORI nr. needs to be mentioned: **NL004143930**. If not mentioned your shipment may experience delay at customs

Explanations

1) Import License (see Annex I)

Conditions:

- Per box 1 original license is required
It is allowed to bundle 2 boxes and use 1 license.
- Maximum weight per box is 80 kg.
- A copy is allowed under the condition that on the copy is mentioned that **the original license** is in the box.
- Customer Support can inform you about the costs of the import licences.



2) Custody Invoice * (see Annex II)

The Custody Invoice should have a maximum amount of € 22.00 incl. a specification of the content of shipment.

* A Custody Invoice is not for actual invoicing, but is only procedure so Customs knows what's inside the shipment. This will ensure the shipment goes through Amsterdam Airport instead of Brussels Airport. The latter will delay the shipment at least one week!

3) Clearance documents

The customer himself is required to ask about any other required clearance documents needed for local customs, and that these documents are being included at dispatch.

4) Biohazard notification

A biohazard notification always needs to be placed outside each box. This can be a Biohazard sign or the text 'Plant Quarantine material', do not open!

Shipping address

ALcontrol Laboratories
Attn. Foreign Samples Team
Steenhouwerstraat 15
3194 AG Rotterdam
The Netherlands

Ordering Licenses

Customer Support
E-mail: info@alcontrol.nl
Tel.: +31 (0)10 23 14 700

Ordering analysis

- 1) Include the order form (Annex IV) in the shipment.
- 2) Place your order digitally through @MIS, our web based ordering program.

When you send your samples including an import license please confirm you read all the information in this flyer by sending this flyer signed to: receptie@alcontrol.nl

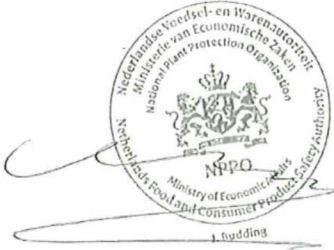
Company: _____
Name : _____
Date and Signature: _____

For further information please contact your local Account Manager.

Annex I Example Import License
Annex II Custody Invoice
Annex III Example Airway Bill
Annex IV Order form



Plant Protection Service
Ministry of Economic Affairs

<p>1. Name and address of consignor / Plant protection organization of the country of origin To whom it concerns</p>	<p>Import licence for the introduction of harmful organisms, plants, plant products and other objects for trial or scientific purposes and for work on varietal selections (issued under Directive 2008/61/EC) Number of Document: 2015/776</p>
<p>2. Name and address of Importer Alcontrol Laboratories B.V. Att. J. Vissers Steenhouwerstraat 15 3194 AG, Rotterdam The Netherlands</p>	<p>3. Name of the responsible official body Plant Protection Service Geertjesweg 15 6706 EA Wageningen The Netherlands</p>
<p>4. Address and description of the specific site or sites for quarantine containment As mentioned in box 2</p>	<p>5. Place of origin (documentary evidence attached for material originating in a third country) As mentioned in box 1</p>
<p>6. Declared point of entry for material introduced from a third country Airport</p>	<p>7. Phytosanitary certificate number Not applicable</p>
<p>8. Scientific name(s) of the material, including the harmful organisms concerned Soil</p>	<p>9. Quantity of material Max. 80 kgs.</p>
<p>10. Type of material Soil samples</p>	<p>11. Additional declaration This material is introduced into the Community under Directive 2008/61/EC.</p>
<p>12. Additional information: The material will be subject to quarantine testing procedures according to 2008/61/EC and as mentioned in dispensation TRCVWA/2013/2332. No material will be released from quarantine, unless treated under approval of the Plant Protection Service.</p>	<p>14. Stamp of the responsible official body of issue Place of issue: Wageningen Date: 1 December 2015. Name and signature of authorized officer:</p>
<p>13. This import licence, unless previously revoked, shall remain in force till 1 December 2016.</p>	

Custody Invoice

Ship to

Company name	: ALcontrol Laboratories	Airway bill number	:
Street	: Steenhouwerstraat 15	Carrier	:
Area code/Town	: 3194 AG Rotterdam	No. of pieces	:
Country	: The Netherlands	Total weight	:
ATTN.:	: Foreign Samples Team	Shipping date	:
 EORI nr.:	 NL004143930		

Full description of goods	No. of Items	Item Value

Sent by

Company name :
Street :
Area code / Town :
Country :
Contact :
Tel :

Reason for export :

Authorized Signature

Name

.....

.....

PARAGON TRANSACTION - DG 29683/11 - 2003



Track this shipment via the DHL Web Site : <http://www.dhl.com>
Shipment Air Waybill
(When Registered)

5 8 5 5 9 0 6 8 7 3

ORIGIN
AMS

DESTINATION CODE

1 Payer account number and insurance details

Charge to Shipper Receiver 3rd party
Payer Account No. _____
Cash
Cheque
Credit Card
Shipment Insurance see reverse
Not all payment options are available in all countries.
 Yes Insured value (in local currency) _____

2 From (Shipper)

Shipper's account number **965726508** Contact name _____
Shipper's reference (up to 32 characters but only first 12 will be shown on invoice)

Company name _____

Address _____

Postcode/Zip Code (required) _____ Phone, Fax or E-mail (required) _____

3 To (Receiver)

Company name **AL CONTROL LABORATORIES**
Delivery address **STEENHOUEWERSKRAAT 15
HOOGVLIET
THE NETHERLANDS**
DHL cannot deliver to a PO Box

Postcode/Zip Code (required) **3194 AG** Country _____

Contact person _____ Phone, Fax or E-mail (required) **+31 102314833**

4 Shipment details

Total number of packages	Total Weight	Dimensions in cm			
		Pieces	Length	Width	Height
●	●	@	X	X	X
kg	gr	@	X	X	X
		@	X	X	X
		@	X	X	X

5 Full description of contents

Give content and quantity.

6 Dutiable shipments only (WPK) (Customs Requirement)

Attach the original and four copies of a Proforma or Commercial Invoice
Shipper's VAT/GST number _____ Receiver's VAT/GST or Shipper's EIN/SSN _____

Declared Value for Customs (as on commercial/proforma invoice) _____ Harmonised Commodity Code if applicable _____

TYPE OF EXPORT Permanent Repair / Return Temporary
Destination duties/taxes if left blank receiver pays duties/taxes
 Receiver Shipper Other _____ specify approved recipient number _____

7 Shipper's agreement (Signature required)

Unless one of the contract terms signed on the DHL terms and conditions of carriage are all applicable, the Warsaw Convention limits and/or excludes DHL's liability for loss, damage or delay and (2) this shipment does not contain cash or dangerous goods (see reverse).

Signature _____ Date / /

PT0505 F10 NL NP

8 Products & Services

DHL Express
Domestic Mail Global Mail
 Sunday Return Receipt Priority
 Monday Electronic Standard
 European Parcel Other
 Express

Service Options extra charges may apply
 Saturday Special
 Delivery Pickup
 Delivery notification

Other: _____
For all products or services extra charges are available to form at destination

DIMENSIONAL/CHARGEABLE WEIGHT
kg ● gr

CHARGES
Services
Other

VAT Insurance

CURRENCY TOTAL

TRANSPORT COLLECT STICKER No.

PAYMENT DETAILS (Cheque, Card No.)
No. : _____
Type Expires

Picked up by _____
Route No. _____
Time Date

Grey section for DHL use only Origin copy



Customer	:
Client number	:
Contact person	:

Telephone number :

Fax number :

Email address :

Project number :

Project name :

Sampling date :

Order number :

Delivery date samples :

Reservation number :

Number of samples delivered : jars:..... bottles:.....buckets:.....

- Delivery term:
- Standard (5 working days)
 - 12 h (overnight)
 - 24 h
 - 48 h
 - 72 h
 - Asbestos

Sample description / barcodes

- 1. Sample Type: ...
- 2. Sample Type: ...
- 3. Sample Type: ...
- 4. Sample Type: ...
- 5. Sample Type: ...
- 6. Sample Type: ...
- 7. Sample Type: ...
- 8. Sample Type: ...

Sample Type : GRN (Soil), GRW (Ground water), SLB (Sludge), AFW (Waste water)
AVG (Asbestos contaminated)

Sample number	1	2	3	4	5	6	7	8
Analyses								

Remarks: