

Checklist for Customers

Due to increased documentation requirements, the German tax office, as of now, demands to submit the following documents and data for exports to EU member states:

1. Complete and exact company address, phone number, fax number, e-mail address, indication of branch of industry/industrial sector and, if available, internet address, business card et cetera.
2. VAT Reg. No.
3. Copy of an excerpt from the commercial register, proof of trade license or official company proof (e.g. from chamber of commerce).
4. Passport copy of proprietor/company member/manager, and
5. Pick-up authorization for the collecting driver, of which the original document, preferably provided with a company stamp, is signed by the above person.