***To be printed on company headed paper (delete this line before printing)***

Date [Insert Date here]

**For the attention of HM Revenue & Customs**

We are [Insert full name of Company]. Our EORI number is [Insert EORI number here]. Our VAT Registration number is [Insert VAT number here].

We hereby authorise and empower Viamaster International Limited (EORI number GB817524624000) to act as our “Customs Representative” in a Direct capacity for the completion and submission of our import and/or export declarations in accordance with Clause 21 Customs Agents of the Taxation (Cross Border Trade) Act 2018.

We hereby confirm our default method of payment for VAT is

[ ]  Postpone VAT Accounting

[ ]  Own Deferment account – [insert 7-digit deferment account number here]

[ ]  Own Cash account – [insert 11-digit cash account number here]

[ ]  Viamaster Deferment account

We hereby confirm our default method of payment for Duty is

[ ]  Own Deferment account

[ ]  Viamaster Deferment Account

[ ]  Own Cash account

Please advise the following if relevant:

[ ]  We confirm we have authorised Viamaster to use our deferment account in the [CDS financial dashboard.](https://www.access.service.gov.uk/login/signin/creds)

[ ]  We hold a waiver; or

[ ]  We hold a Customs Comprehensive Guarantee (CCG) [Insert CGU reference number].

I confirm that I have authority to sign this document on behalf of the Company.

Yours faithfully

[Please sign here]

Name [Insert name here]

Job title [Insert job title here]