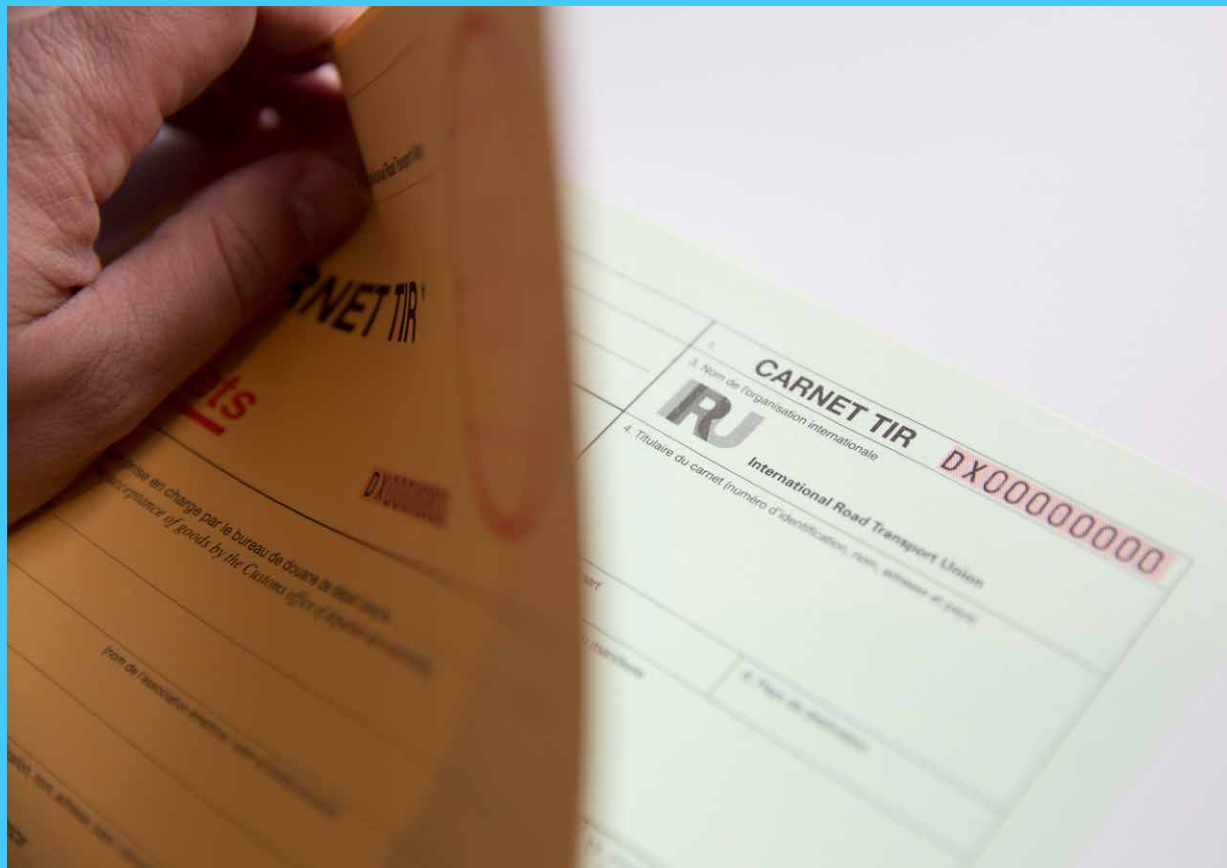


# How to fill in a TIR Carnet



## Important note

For questions regarding the implementation of a transport operation under cover of a TIR Carnet, please contact your National Association.

You can also contact:

**The TIR Hotline** – for questions relating to the application of the TIR Convention, border crossing difficulties, etc.:

Email: **hotline@iru.org**

Phone: +41 (0)22 918 20 58  
(French, English and Russian)

Fax: +41 (0)22 918 27 99

For questions regarding **IRU TIR-Electronic Pre-Declarations (IRU TIR-EPD)**:

Email: **tirepd@iru.org**

Phone: +41 (0)22 918 20 68  
(English, French and Spanish)

Phone: +41 (0)22 918 20 21  
(Russian, English and French)

## General aspects of the TIR Carnet

This brochure is made available by the IRU in order to provide guidelines to transport operators, TIR Associations and Customs officers.

TIR Carnets are made up of:

- ▶ **TIR Carnet Cover page**
- ▶ **Yellow non-Customs Goods Manifest**
- ▶ **Pairs of white and green vouchers**  
(with their counterfoils)
- ▶ **Certified Report**
- ▶ **Back cover with tear-off slip**

TIR Carnets are available with 6 and 14 vouchers.

Each TIR operation requires the use of one pair of vouchers (1 white, 1 green).

*Note: The information contained in this brochure is not legally binding. The TIR Convention is the legal basis for the operation of the TIR procedure.*

*As from the 1st of July 2016, there is a new layout of TIR Carnets. However, the IRU and the Associations will continue to issue TIR Carnets with the old layout until the stock is exhausted.*

### How to use this brochure

The brochure is laid out with an image on the left hand side of the page in question and a description on the right hand side of what has to be done and by whom.

<b>WHO</b>	Who fills this page in
<b>WHEN</b>	At what point in the TIR transport this page is filled in
<b>WHAT</b>	The name of the page. Details of the fields follow in the next section of the brochure page
<b>ACTIONS</b>	What needs to be done at each stage, besides filling in the appropriate parts of the TIR Carnet, for example checking seals and removing vouchers

You can see an example of each field duly filled in on the left hand side. Fields are colour-coded depending on the actor that fills them in. To illustrate the roles of the actors, we have taken an example of a simple transport with one Customs office of departure and destination.



This map shows an example of transport under cover of a TIR Carnet

#### Details of the route chosen for the example

		CUSTOMS OFFICE	COUNTRY
<b>A</b>	Customs office of departure	Istanbul	Turkey
<b>B</b>	Customs office of exit	Kapikule	Turkey
<b>C</b>	Customs office of entry	Kapitan-Andreevo	Bulgaria
<b>D</b>	Customs office of exit	Siret	Roumania
<b>E</b>	Customs office of entry	Vadul-Siret	Ukraine
<b>F</b>	Customs office of destination	Kievskaya oblastnaya	Ukraine



<b>WHO</b>	<b>Association &amp; Holder</b>
<b>WHEN</b>	<b>On issuance &amp; before start of transport</b>
<b>WHAT</b>	TIR Carnet cover page

#### Fields 1-4 Filled in by Association on issuance

- Field 01: Final validity date (dd/mm/yyyy) of the TIR Carnet (max. 75 days from and not including date of issuance) – TIR Carnet must be accepted by the Customs office of departure before or on this date, never after it has expired
- Field 02: Association details
- Field 03: Complete Holder's details, incl. unique ID number (stamp recommended)
- Field 04: Stamp and signature of Association

#### Fields 6-12 filled in by Holder before journey




- Field 06: Country/ies of departure including ISO Alpha 3 code
- Field 07: Country/ies of destination including ISO Alpha 3 code
- Field 08: Vehicle registration number
- Field 09: Certificate of approval N° and validity – not applicable in case of transport of Heavy and Bulky Goods – must be valid for the entire TIR transport
- Field 10: If container, identification number
- Field 11: Remarks (such as Heavy and Bulky Goods)
- Field 12: Holder's signature (by hand).  
Company stamp recommended!

# CARNET TIR \*

## 6 volets

DX00000000

<p>1. Valable pour prise en charge par le bureau de douane de départ jusqu'au <u>16/05/2012</u> inclus Valid for the acceptance of goods by the Customs office of departure up to and including</p> <p>2. Délivré par <u>TIR Training Association 091</u> Issued by <u>26, Lesi Ukraïnski Str.</u> <u>02095 Kiev</u> <u>Ukraine</u> <small>(nom de l'association émettrice / name of issuing association)</small></p> <p>3. Titulaire <u>TIR International Transport Operators</u> Holder <u>9, Tenistaya Str.</u> <u>UA - 65007, Odessa, Ukraine</u> <u>UKR/091/822</u> <small>(numéro d'identification, nom, adresse, pays / identification number, name, address, country)</small></p> <p>4. Signature du délégué de l'association émettrice et cachet de cette association : Signature of authorized official of the issuing association and stamp of that association:</p> 	<p>5. Signature du secrétaire de l'organisation internationale : Signature of the secretary of the international organization:</p> 
(À remplir avant l'utilisation par le titulaire du carnet / To be completed before use by the holder of the carnet)	
<p>6. Pays de départ <u>TURKEY (TUR)</u> Country/Countries of departure <sup>(1)</sup></p> <p>7. Pays de destination <u>UKRAINE (UKR)</u> Country/Countries of destination <sup>(1)</sup></p> <p>8. Note(s) d'immatriculation du (des) véhicule(s) routier(s) <sup>(1)</sup> Registration No(s), of road vehicle(s) <sup>(1)</sup> <u>UA AA 8338 AC</u></p> <p>9. Certificat(s) d'agrément du (des) véhicule(s) routier(s) (No. and date) <sup>(1)</sup> Certificate(s) of approval of road vehicle(s) (No. and date) <sup>(1)</sup> <u>141500-027-119/2013</u></p> <p>10. Note(s) d'identification du (des) conteneur(s) <sup>(1)</sup> Identification No(s), of container(s) <sup>(1)</sup></p>	
<p>11. Observations diverses Remarks</p>	
<p>12. Signature du titulaire du carnet : Signature of the carnet holder</p> 	

<sup>(1)</sup> Bliffer la mention inutile  
Strike out whichever does not apply

\* Voir annexe 1 de la Convention TIR, 1975, élaborée sous les auspices de la Commission économique des Nations Unies pour l'Europe.  
 \* See annex 1 of the TIR Convention, 1975, prepared under the auspices of the United Nations Economic Commission for Europe.

#### General notes

- No erasures or over-writing shall be made on the TIR Carnet. Mistakes should be crossed-out and corrections (which have to be endorsed by the Customs authorities) added.
- TIR Carnet used for a combination of vehicles/containers: Content of each vehicle or container shall be indicated separately preceded by the registration number.
- Dates entered in the TIR Carnet should conform to the following format dd/mm/yyyy.
- Customs offices should be identified by their name and if appropriate their location.

NE PAS DETACHER! A remplir et à conserver dans le carnet  
 NOT TO BE DETACHED! This form is to be filled in and has to remain in the carnet

NEODŌLONATI! Tavoito list musi být vyplněn a ponechán v carnetu  
 NON DISTACCARE! Questo foglio è da compilare e da conservare nel Carnet  
 NICHT ABTRENNE! Dieses Blatt muss ausgefüllt werden und im Carnet verbleiben

**VOUCHER N° 1 / N° 2**

1. **TIR CARNET** **DX00000000**

2. Customs office(s) of departure  
 1. **Istanbul** 2. \_\_\_\_\_  
 3. \_\_\_\_\_

For official use

3. Name of the international organization  
**RJ**  
**International Road Transport Union**

4. Holder of the carnet (identification number, name, address and country)  
**TIR International Transport Operators**  
**9, Tenistaya Str.**  
**UA - 65007, Odessa, Ukraine**  
**UKR/091/822**

5. Country/Countries of departure **TURKEY (TUR)** 6. Country/Countries of destination **UKRAINE (UKR)**

7. Registration No(s), of road vehicle(s)  
**UA AA 8338 AC**

8. Documents attached to the manifest  
**CMR : 172496**  
**Invoice: 4376-1005-016**

**GOODS MANIFEST**

9. a) Load compartment(s) or containers	10. Number and type of packages or articles; description of goods	11. Gross weight in kg	15. Seals or identification marks (code number identification)
<b>8968700</b>	<b>Household goods - 62 packages</b>	<b>4200,0</b>	
<b>8697431</b>	<b>Textiles - 20 packages</b>	<b>880,0</b>	
		<b>5080,0</b>	

12. Total number of packages entered on the manifest  
 1. Customs office **Kiev**  
 2. Customs office  
 3. Customs office

13. 1. (declare the information in items 1-12 above to be correct and complete)  
 14. Place and date  
**Istanbul, 26/03/2012**  
 15. Signature of holder or agent  
**M Wada**

17. Customs office of departure. Customs officer's signature and Customs office date stamp  
**XXXXXXXX**

16. Certificate of termination of the TIR operation (Customs office of exit on route or of destination)  
 25. Seals or identification marks found to be intact

21. Registered by the Customs office at \_\_\_\_\_ under No. \_\_\_\_\_  
 28. Number of packages for which the termination of the TIR operation is certified

22. Miscellaneous (liberally stipulated. Customs office at which the load must be procured, etc.)  
 27. Reservations

23. Customs officer's signature and Customs office date stamp  
**XXXXXXXX**

28. Customs officer's signature and Customs office date stamp  
**XXXXXXXX**

**COUNTERFOIL N° 1 / N° 2**

1. Arrival certified by the Customs office at \_\_\_\_\_  
 2.  Seals or identification marks found to be intact  
 3. Number of packages for which the termination of the TIR operation is certified (as specified in the manifest) \_\_\_\_\_  
 4. New seals affixed  
 5. Reservations

6. Customs officer's signature and Customs office date stamp  
**XXXXXXXX**

Form not to be taken under Customs control by the Customs authorities

Anglais

<b>WHO</b>	<b>Holder</b>
<b>WHEN</b>	<b>Before start of transport</b>
<b>WHAT</b>	<b>Yellow non-Customs Goods Manifest</b>
<b>ACTIONS</b>	The yellow non-Customs Goods Manifest must be filled in by the Holder and the details repeated legibly on all vouchers of the TIR Carnet, even if the vouchers will not be used. (Holder's details must also be put in field 5 of the certified report)

- Field 02: Name(s) and location of Customs office(s) of departure (Maximum 4 Customs offices of departure and destination, i.e. 3 departures, 1 destination; 2 departures, 2 destinations, etc. All departures must take place before the first unloading. Goods must always cross at least one international border)
- Field 04: Complete Holder's details, incl. unique ID number and the economic operator registration and identification number (EORI) (stamp recommended)
- Field 05: Departure Country/ies – including ISO Alpha 3 code
- Field 06: Destination Country/ies – Including ISO Alpha 3 code
- Field 07: Vehicle Registration N° (licence plate), of tractor and load compartment(s)
- Field 08: Attached documents (CMR, Packing list, etc.)
- Field 09: a) Load Compartment(s) – (record separately for each load compartment)  
 b) Markings of packages (so you can identify a specific package)
- Field 10: Number and type of packages & description of goods (HS 6 digit commodity code in addition to a plain language goods description recommended)
- Field 11: Weight of goods in Kg
- Field 12: Name(s) of Customs office(s) of Destination and the number of packages to be delivered to each Customs office
- Field 13, 14 & 15: Signature of the Holder (handwritten), place and date (dd/mm/yyyy) of signing (company stamp recommended)

<b>WHO</b>	Customs office of <b>Departure A (&amp; Holder)</b>
<b>WHEN</b>	<b>Customs office of Departure A (&amp; before start of transport)</b>
<b>WHAT</b>	Voucher & Counterfoil N°1, p.1
<b>ACTIONS</b>	<p>Customs:</p> <ul style="list-style-type: none"> <li>▶ Verify the goods (must conform to goods manifest)</li> <li>▶ Verify validity of the TIR Carnet &amp; approval certificate</li> <li>▶ Check that TIR plates are affixed</li> <li>▶ Seal the truck</li> <li>▶ Stamp all pages of the attached documents and attach to the TIR Carnet</li> <li>▶ Fill in, remove &amp; file Voucher N°1</li> <li>▶ Return Carnet to driver</li> </ul>

### Voucher/Volet N°1

Fields 2-15 will have been filled in by the Holder prior to the transport (see p. 5).

For official use: Any information to facilitate Customs control, e.g. the number of the previous Customs document, etc.

- Field 16: Seal N° - must be filled in on every voucher of the TIR Carnet
- Field 17: Date (dd/mm/yyyy), stamp & signature of Customs office of Departure A – must be filled in on every voucher of the TIR Carnet
- Field 18: Name and if appropriate location of the Customs office of Departure A
- Field 19: Tick if seals are intact (not applicable at departure)
- Field 20: Time limit for transport to reach the Customs office of Exit B in this country (optional)
- Field 21: Identification of Customs office of Departure A
- Under N°: Number in the Customs ledger assigned to this TIR operation
- Field 22: Other: An itinerary i.e. Customs office of Exit B, can be specified here
- Field 23: Date (dd/mm/yyyy), stamp & signature of Customs office of Departure A

This information is copied into fields 18-23 of voucher 2, p.2

### Counterfoil/Souche N° 1


- Field 01: Identification of the Customs office of Departure A
- Field 02: Number in the Customs Ledger of the Customs office of Departure A
- Field 03: Number of seal apposed
- Field 04: Tick if seals are intact (not applicable at departure)
- Field 05: Other: (itinerary – optional)
- Field 06: Date (dd/mm/yyyy), stamp & signature of Customs office of Departure A, proving Customs have accepted the TIR operation

### General notes

- All counterfoils always remain in the TIR Carnet.

<b>VOLET N° 1</b>		<b>1. CARNET TIR</b> DX00000000	
2. Bureau(x) de douane de départ Istanbul		3. Nom de l'organisation internationale <b>RJ</b> International Road Transport Union	
4. Titulaire du carnet (numero d'identification, nom, adresse et pays) TIR International Transport Operators 9, Tenistaya Str. UA – 65007, Odessa, Ukraine UKR/091/822		5. Pays de départ TURKEY (TUR)	
6. Documents joints au manifeste CMR : 172496 Invoice: 4376-1005-016		6. Pays de destination UKRAINE (UKR)	
<b>MANIFESTE DE MARCHANDISES</b>			
7. No(x) d'immatriculation de (des) véhicule(s) matricule(s) UA AA 8338 AC	10. Nombre et nature des colis ou objets, désignation des marchandises 8968700 Household goods - 62 packages 8697431 Textiles - 20 packages	11. Poids brut en kg 4200,0 880,0 5080,0	16. Scelléments ou marques d'identification apposés (numéro, identification) 005010
12. Total des colis figurant sur le manifeste a) Marque et No. des colis ou objets 1. Bureau de douane Kiev 2. Bureau de douane 3. Bureau de douane	13. Je certifie que les indicateurs sous numéros 1 à 12 ci-dessus sont exacts et complètes 14. Lieu et date 15. Signature du titulaire M. WADA 26/03/2012	17. Bureau de douane de départ Signature de l'agent et timbre à date ou bureau de douane Kaya CUSTOMS TIR TRAINING 26-03-2012 Departure	
18. Certificat de prise en charge (bureau de douane de départ ou de passage d'entrée) Istanbul <input type="checkbox"/> 19. Scelléments ou marques d'identification reconnus intacts 20. Délai de transit 26/03/2012		21. Enregistré par le bureau de douane de Istanbul 38 sous le No TIR 432	
22. Divers (itinéraire fixé, bureau où le transport doit être présenté, etc.) Kapikule		23. Signature de l'agent et timbre à date du bureau de douane Kaya CUSTOMS TIR TRAINING 26-03-2012 Departure	
<b>SOUICHE N° 1</b>		PAGE 1 du CARNET TIR	
1. Pris en charge par le bureau de douane de Istanbul 38		6. Signature de l'agent et timbre à date du bureau de douane	
2. Sous le No TIR 432		3. Scelléments ou marques d'identification apposés 005010	
4. <input type="checkbox"/> Scelléments ou marques d'identification reconnus intacts		5. Divers (itinéraire fixé, bureau où le transport doit être présenté, etc.) Kapikule 64	
		Kaya CUSTOMS TIR TRAINING 26-03-2012 Departure	



<b>VOLET N° 2</b>		<b>1. CARNET TIR</b> <span style="border: 1px solid red; padding: 2px;">DX00000000</span>	
2. Bureau(s) de douane de départ 1. <u>Istanbul</u> 2. _____ 3. _____		3. Nom de l'organisation internationale <b>RJ</b> International Road Transport Union	
Pour usage officiel		4. Titulaire du carnet numéro d'identification, nom, adresse et pays) <b>TIR International Transport Operators</b> 9, Tenistaya Str. UA - 65007, Odessa, Ukraine UKR/091/822	
7. No(s) d'immatriculation du (des) véhicule(s) motorisé(s) <u>UA AA 8338 AC</u>		5. Pays de départ <u>TURKEY (TUR)</u>	6. Pays de destination <u>UKRAINE (UKR)</u>
<b>MANIFESTE DE MARCHANDISES</b>		8. Documents joints au manifeste <u>CMR : 172496</u> <u>Invoice: 4376-1005-016</u>	
9. a) Compartiment(s) de chargement ou conteneur(s) b) Marque(s) et No(s) des colis ou objets <u>8968700</u>  <u>8697431</u>	10. Nombre et nature des colis ou objets; désignation des marchandises <u>Household goods</u> <u>- 62 packages</u>  <u>Textiles</u> <u>- 20 packages</u>	11. Poids brut en kg <u>4200,0</u>  <u>880,0</u> <hr/> <u>5080,0</u>	16. Scelléments ou marquages d'identification apposés (nombre, identification) <u>005010</u>
12. Total des colis figurant sur le manifeste - destination: 1. Bureau de douane <u>Kiev</u> 2. Bureau de douane  3. Bureau de douane	13. Le certifie que les indications sous énumérées à la 12 ci-dessus sont exactes et complètes 14. Lieu et date <u>Mrada</u> <u>26/03/2012</u> 15. Signature de l'agent de douane (en français) <u>Mrada</u>	17. Bureau de douane de départ Signature de l'agent et timbre à date du bureau de douane <u>Kaya</u> <span style="border: 1px solid red; padding: 2px;">CUSTOMS TIR TRAINING 26-03-2012 Departure</span>	
18. Certificat de passage en charge Bureau de douane de départ ou de passage d'entrée) <u>Istanbul</u> <input type="checkbox"/> 19. Scelléments ou marquages d'identification reconnus intacts	20. Délai de transit <u>26/03/2012</u>	24. Certificat de fin de l'opération TIR Bureau de douane de passage, de sortie ou de destination) <u>Kapikule 64</u> <input checked="" type="checkbox"/> 25. Scelléments ou marquages d'identification reconnus intacts	
21. Enregistré par le bureau de douane de <u>Istanbul 38</u> <u>Kapikule</u>	22. Divers (franchise fisale, bureau où le transport doit être présenté, etc.)	26. Nombre de colis pour lesquels la fin de l'opération TIR a été certifiée	27. Réserves
23. Signature de l'agent et timbre à date du bureau de douane <u>Kaya</u> <span style="border: 1px solid red; padding: 2px;">CUSTOMS TIR TRAINING 26-03-2012 Departure</span>	28. Signature de l'agent et timbre à date du bureau de douane <u>Gublan</u>		

Carnet TIR - PAGE 2

**SOUCHE N° 2** DX00000000 PAGE 2 du CARNET TIR

1. Arrivée constatée par le bureau de douane de <u>Kapikule 64</u>	6. Signature de l'agent et timbre à date du bureau de douane 
2. <input checked="" type="checkbox"/> Scelléments ou marquages d'identification reconnus intacts	
3. Nombre de colis pour lesquels la fin de l'opération TIR a été certifiée (comme stipulé dans le manifeste)	
4. Nouveaux scelléments apposés	
5. Réserves	

<b>WHO</b>	<b>Customs office of Exit B (&amp; Holder)</b>
<b>WHEN</b>	<b>Customs office of Exit B (&amp; of Departure A &amp; before start of transport)</b>
<b>WHAT</b>	<b>Voucher &amp; Counterfoil N°2, p.2</b>
<b>ACTIONS</b>	<p>Customs:</p> <p>Check seals are intact and that there has been no forced entry into the truck. Verify that field 6 of counterfoil N°1 p.1 has been stamped, otherwise Carnet must not be accepted. Fill and remove voucher 2 and register in Customs ledger of the Customs office of Exit B, send certificate of termination (removable section with fields 18-28) to the Customs office of Departure A.</p>

**Voucher/Volet N° 2**

Fields 2-15 will have already been filled in by the Holder prior to the transport (see p. 5 of this brochure).

Fields 16-23 will have been filled in by the Customs office of Departure A.

- Field 24: Name and ID of the Customs office of Exit B
- Field 25: Tick if seals are intact
- Field 26: If goods are unloaded, how many packages (only filled in by a Customs office of destination)
- Field 27: Reservation – if there is a problem (seals broken/goods missing), mark with a large R and describe the problem. Depending on the circumstances, the Certified Report (see brochure p. 10) may have to be filled in.
- Field 28: Date (dd/mm/yyyy), stamp & signature of Customs office of Exit B

**Counterfoil/Souche N° 2**

- Field 01: Identification of Customs office of Exit B
- Field 02: Tick if seals are intact
- Field 03: Number of packages unloaded (Only filled in by a Customs office of destination)
- Field 04: New seal number (if applicable)
- Field 05: Reservations (as above, field 27)
- Field 06: Date (dd/mm/yyyy), stamp & signature of Customs of Exit B

<b>WHO</b>	Customs (& <b>Holder</b> )
<b>WHEN</b>	Customs office of <b>Entry C</b> and of <b>Exit D</b> (& <b>before start of transport</b> )
<b>WHAT</b>	Vouchers & Counterfoils N°1 & 2, p.3 & 4
<b>ACTIONS</b>	Customs authorities

**At Customs office of Entry C**

- Truck and seals are checked
- Relevant parts of the TIR Carnet are filled in (same process as Customs office of Departure A as described on p.6 of this brochure)
- Voucher N°1 (p.3 of TIR Carnet) is retained and registered and the TIR Carnet is returned to the driver, who proceeds to the Customs office of destination/exit (here: Customs office of Exit D).

**At Customs office of Exit D**

**Voucher/Volet N° 2**

Fields 2-15 will have already been filled in by the Holder prior to the transport (see p. 5 of this brochure).

Fields 16-17 will have been filled in by Customs office of Departure A.

Fields 18-23 and the counterfoil N°1 p.3 will have been filled in at the Customs office of Entry C.

Field 24: Name and ID of the Customs office of Exit D

Field 25: Tick if seals are intact

Field 26: If goods are unloaded, how many packages (only filled in by a Customs office of destination)

Field 27: Reservation – if there is a problem (seals broken/goods missing), mark with a large R and describe the problem. Depending on the circumstances, the Certified Report (see brochure p. 10) may have to be filled in.

Field 28: Date (dd/mm/yyyy), stamp & signature of Customs office of Exit D

**Counterfoil/Souche N° 2**

Field 01: Identification of Customs office of Exit D

Field 02: Tick if seals are intact

Field 03: Number of packages unloaded (only filled in by a Customs office of destination)

Field 04: New seal number (if applicable)

Field 05: Reservations (as above, field 27)

Field 06: Date (dd/mm/yyyy), stamp & signature of Customs of Exit D

Fill and remove voucher 2 page 4 and register in Customs ledger of the Customs office of Exit D, send certificate of termination (removable section with fields 18-28) to the Customs office of Entry C.

The image displays several TIR Carnet forms. The main form is the 'CARNET TIR' (PAGE 1) with 'VOLET N° 1' and 'CARNET TIR DX00000000'. It includes fields for origin (Istanbul), destination (Kyiv), and a table of goods: Household goods (62 packages, 4200 kg) and Textiles (20 packages, 880 kg). It features a 'CUSTOMS DEPARTURE' stamp from Kyiv dated 26/03/2012 and a signature 'ROMAN'. Below it is 'SOUCHE N° 1' (PAGE 1) with similar handwritten details and a 'CUSTOMS DEPARTURE' stamp. To the right is 'SOUCHE N° 2' (PAGE 2) with a 'CUSTOMS EXIT' stamp from Kyiv dated 26/03/2012 and a signature 'ROMAN'. A separate 'TIR DX00000000' form is also visible on the right side.





<b>WHO</b>	Competent Authorities (& <b>Holder</b> )
<b>WHEN</b>	In case of accident/irregularity in the course of a TIR transport (& <b>field 5 before start of transport</b> )
<b>WHAT</b>	Certified Report (Procès-verbal de constat)

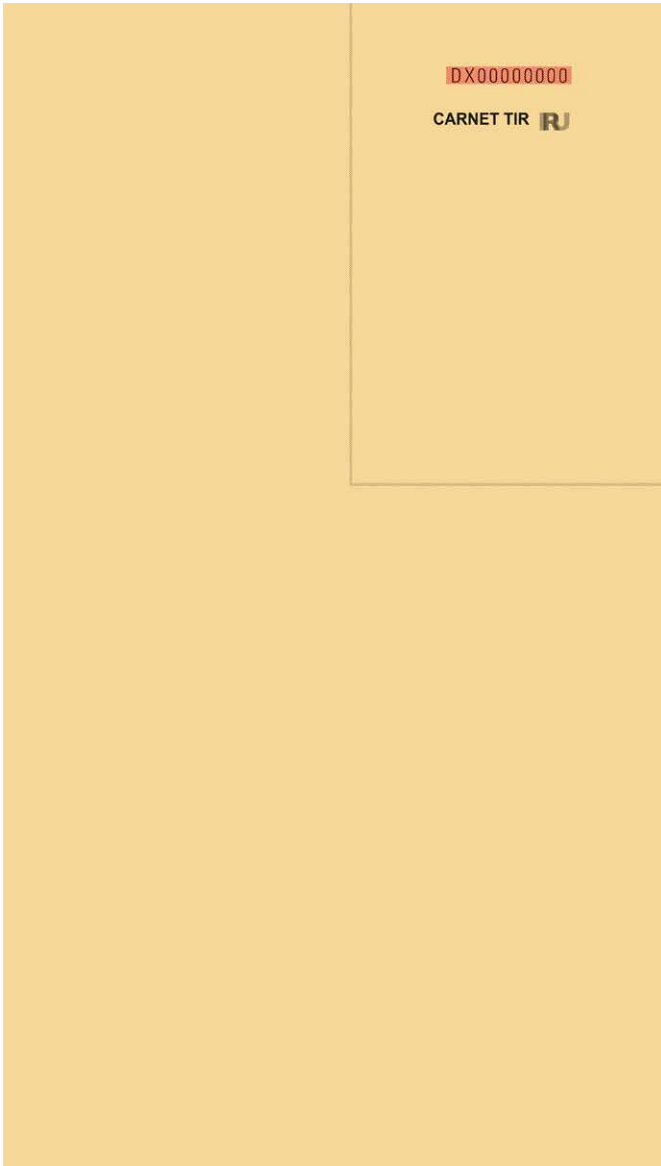
The Certified Report should remain in the TIR Carnet and a police report attached as applicable.

- Field 01: Customs office(s) of departure name(s) and location(s)
- Field 04: Registration of vehicle and/or container number
- Field 05: **Should already be filled with Holder's details (preferably stamped)**
- Field 06: The seals are intact/not intact (please tick)
- Field 07: The load compartment(s)/container is/ are intact/not intact (please tick)
- Field 08: Observations / comments
- Field 09: Please select and tick either – no goods seem to be missing; the goods described in fields 10-13 are missing (M) or destroyed (D) as indicated in field 12
- Field 10: a) Load Compartment  
b) Identifying marks on the packages
- Field 11: Number and type of packages, goods description
- Field 12: Mark with either M for missing or D for destroyed
- Field 13: Observations – write down the quantities that are missing/destroyed
- Field 14: Date, place and circumstances of the accident (detailed description)
- Field 15: Measures taken to allow TIR operation to continue (please select & tick). New seals applied: number of seal & characteristics; Goods transferred to another vehicle/ container (in which case see field 16); Other
- Field 16: If the goods were transferred to another vehicle/ container, specify details here. a) vehicle – insert registration N°. Tick as applicable if the vehicle has approval certificate or not, and note the number & details of the seal affixed. If goods are put in a new container, note the details, as with the vehicle, in 16(b)
- Field 17: Place, date, stamp and signature and details of the authority that filled in the certified report
- Field 18: Endorsement (stamp & signature) by the next Customs office affected by the TIR operation. If goods are missing or destroyed, but others remain to be delivered, the goods manifest of the TIR Carnet and the seal number must be amended on all vouchers and noted on the relevant counterfoil No2 (field 4) that remains in the TIR Carnet

**Procès-verbal de constat**  
établi en application de l'article 25 de la Convention TIR  
(voir également les règles 13 à 17 relatives à l'utilisation du carnet TIR)

1. Bureau(x) de douane de départ		2. <b>CARNET TIR</b> <b>DX00000000</b>	
4. No(s) d'immatriculation du/des véhicule(s) routier(s) No(s) d'identification du/des conteneur(s)		3. Nom de l'organisation internationale <b>International Road Transport Union</b> <b>RJ</b>	
5. Titulaire du carnet (numéro d'identification, nom, adresse et pays) <b>TIR International Transport Operators</b> <b>9, Tenistaya Str.</b> <b>UA – 65007, Odessa, Ukraine</b> <b>UKR/091/822</b>		8. Observations	
6. Le(s) scellément(s) douanier(s) est/sont intact(s) <input type="checkbox"/> non intact(s) <input type="checkbox"/>		7. Le(s) compartiment(s) de chargement ou conteneur(s) est/sont intact(s) <input type="checkbox"/> non intact(s) <input type="checkbox"/>	
9. <input type="checkbox"/> Aucune marchandise ne semble manquer <input type="checkbox"/> Les marchandises désignées dans les rubriques 10 à 13 manquent (M) ou sont détruites (D) comme indiqué dans la rubrique 12			
10. a) Compartiment(s) de chargement ou conteneur(s) b) Marques et No(s) des cotés ou objets	11. Nombre et nature des colis ou objets; désignation des marchandises	12. M ou D	13. Observations (indiquer notamment les quantités manquantes ou détruites)
14. Date, lieu et circonstances de l'accident			
15. Mesures prises pour que l'opération TIR puisse se poursuivre <input type="checkbox"/> application de nouveaux scelléments: nombre _____ caractéristiques _____ <input type="checkbox"/> transbordement des marchandises (voir rubrique 16 ci-après) <input type="checkbox"/> autres _____			
16. Si les marchandises ont été transbordées: caractéristiques du/des véhicule(s) routier(s) ou du/des conteneur(s) de substitution			
		No d'immatriculation	Approuvé
		oui	non
		<input type="checkbox"/>	<input type="checkbox"/>
		No de certificat d'agrément	Nombre et caractéristiques des scelléments apposés
a) véhicule		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
b) conteneur		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
17. Autorité ayant établi le présent procès-verbal		18. Visa du prochain bureau de douane touché par le transport TIR	
Lieu / date / timbre		signature	
signature		signature	

Marquer d'une croix les cases qui conviennent



<b>WHO</b>	Customs
<b>WHEN</b>	If the TIR Carnet is retained by Customs (e.g. because the TIR Carnet is invalid)
<b>WHAT</b>	Tear-off card at the back of the TIR Carnet
<b>ACTIONS</b>	Customs stamp, sign and remove the tear-off card, give it to the driver and retain the TIR Carnet until the closure of the Customs investigation



**IRU**

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