

USING THE ATA CARNET IN THE RUSSIAN FEDERATION

The Russian Federation became a member of the ATA Carnet system on May 15th, 2000. ATA Carnets are not accepted on the external border of the Customs Union of the Russian Federation and the Republic of Belarus.

The Federal Customs Service of the Russian Federation requires that all rules of the ATA agreements (ATA- and Istanbul Conventions <https://bit.ly/2tj9gg7>) are strictly adhered to. Identification of the goods must be carried out in a particularly accurate way. The Federal Customs Service only accepts ATA Carnets if the following conditions are satisfied <http://bit.ly/2rmxpeQ>

Delivery of the ATA Carnet must be agreed upon with the Chamber of Commerce. The ATA Carnet is picked up at the Chamber of Commerce. Alternatively, the Chamber of Commerce may mail the ATA Carnet to the desired address. The delivery time is 5 days. Inquiries about so-called express ATA Carnets can be made to the Chamber of Commerce.

Filling out the ATA Carnet

By registering on the www.atacarnet.fi -website, the applicant receives a password and username for the ATA Carnet-system. The applicant fills out an electronic application which is sent to the Chamber of Commerce. A list of Chambers of Commerce can be found at <https://kauppakamari.fi/en/finnish-chambers-of-commerce/>

The ATA Carnet must be filled out in English or French, but a translation of the General List of goods into Russian is required. The translation must perfectly correspond with the original English-language list, both in its format and content. The holder/representative must have with him/her several copies of the Russian-language list when crossing the border. The list must be accompanied by pictures of all exported goods, numbered and ordered according to the general list of goods. The Chamber of Commerce stamps the General List and pictures (The original is stamped; copies are made of the original as attachments to the ATA Carnet vouchers; the original is attached behind the front cover).

Notification to Finnish and Russian customs is required preferably 2 – 3 days prior to the trip when travelling from Finland to the Russian Federation on Allegro- and Lev Tolstoi trains.

https://www.raja.fi/guidelines/border_crossing

<https://tulli.fi/en/about-us/contact-information/contact-customs-information>

When travelling by train, the ATA Carnet may be presented to Customs Authorities on-board for validation. Please request the service from Customs by email well in advance before the journey: [vainikkala\(at\)tulli.fi](mailto:vainikkala(at)tulli.fi)

The Federal Customs Service of the Russian Federation at Vyborg: E-mail :

vyb_vzdtp_predinfo@sztu.customs.ru (old: pass_vybcu@sztu.customs.ru), fax (81378) 59-350.

The message must include: the ATA Carnet number, a copy of the ATA Carnet cover page, a list of goods, the name of the person, days of arrival and departure, time schedule of the train as well as cabin and seat number on the train. Information on train travel to Russia

https://www.vr.fi/cs/vr/en/abc_russia

The ATA Carnet user is advised to check for relevant transport permits and transport documentation for international traffic on the Traficom website at <https://www.traficom.fi/en>

ATA Carnet cover page

A. Name and address of the holder

The holder is a Finnish company or association (e.g. an artist may apply through an Artists' Association) in whose name the customs clearance will be carried out and who is financially and legally responsible for it.

The visiting address shall be marked as the address.

In other words, the holder of the ATA Carnet is primarily responsible for its correct use and is obliged to reimburse the Finland Chamber of Commerce if customs regulations fail to be met.

B. Representative of the holder

The representative of the holder is the person who carries the goods from Finland to the Russian Federation and who presents the ATA Carnet to customs authorities for validation. Only one person and his/her home address are marked in this box. The representative of the ATA Carnet holder must hold a power of attorney except if his/her full name, the number and the date of issue of his/her passport are duly indicated in box B on the ATA Carnet cover sheet. For example: Maija Meikäläinen – Passport Number: 234234535 – Date of issue: 4.4.2014.

If only one person is marked as representative, it is advised to add the text “any authorized representative”, hence, enabling the transfer of power of attorney to another representative, for instance, if the initial representative becomes unable to accompany the goods to the Russian Federation.

If there is more than one representative of the holder, the holder should give all representatives a Russian- or English-language power of attorney (enclosures). It is recommended, but not required, to stamp the power of attorney.

In ATA Carnet deliveries, the driver of the vehicle can be a citizen of the Russian Federation and the carrier can be a Russian enterprise.

C. Use of the goods

Russian Customs accepts an ATA Carnet for the following goods:

- Exhibition goods
- Professional equipment
- Commercial goods samples
- Goods of educational, scientific and cultural purpose to be exported

Russian Customs **does not** accept an ATA Carnet for:

- Postal traffic
- Transit
- Unaccompanied goods

The Federal Customs Service of the Russian Federation may carry out inspections also at the goods' final place of destination or the exhibition area. Therefore, the name, address and dates of the exhibition must be marked on the ATA Carnet when exhibition goods are exported. It is also advised to mark the use of goods in the Russian Federation when exporting goods other than exhibition goods. If this information does not fit in box C, it should be marked on the top of the General List of goods, translated into Russian.

An ATA Carnet is valid for one year in the Russian Federation. However, it is advised to check the customs' stamp and the period of validity which might be shorter than one year. Usually, the period of validity of ATA Carnets in the Russian Federation is one year less one day.

GENERAL LIST OF GOODS

Column 2, Description of goods

Note that the export of consumable or disposable goods under ATA Carnets from Finland into the Russian Federation is **not** permitted.

The description of the goods in the ATA Carnet must permit clear identification of the code of these goods according to the World Customs Organization's HS- and CN nomenclature used on ATA Carnets to the Russian Federation.

Harmonized System (HS codes)

<http://www.wcoomd.org/en/topics/nomenclature/overview/what-is-the-harmonized-system.aspx>

Combined Nomenclature (CN codes)

https://ec.europa.eu/taxation_customs/business/calculation-customs-duties/what-is-common-customs-tariff/combined-nomenclature_en

The following goods may be delivered to the Russian Federation using one customs code:

- 9508900000 (theaters, for example the Finnish National Theater)
- 9508100000 (circuses and animal shows on tour)

There should be a complete list of goods on the reverse side of each voucher of the ATA Carnet. Goods must not be grouped unless they are in every respect fully similar (item name, product number, value) except for color, unless the color has an impact on the price of the goods. Hence, each individual product must be given its own line on the list. The contents of the container need to be categorized, photographed, and numbered according to the order of the General List.

The trade description of the goods covered by the ATA Carnet should be precise enough to officially identify the goods for customs purposes. Depending on the goods, the description should reveal, for example mark, model and serial numbers, external description of the goods, registration number, dimensions and tariff heading and for example the name of the art work.

The Federal Customs Service of the Russian Federation require that the list of goods always be accompanied by a translation into Russian, perfectly corresponding the English-language list of goods and certified by the stamp of the Chamber of Commerce.

The most important task for the customs control of goods of cultural-historical value is to ensure that the goods are not sold illegally in Russia and that they are not exchanged for other similar goods. For this reason, the Federal Customs Service of the Russian Federation also carries out additional inspections at the arrival stage and, if necessary, requires additional documentation. It is always advised to contact the Federal Customs Service before temporarily importing old musical instruments and other old goods to avoid problems.

In addition, a letter in Russian may be written stating that the goods have no cultural-historical value and that the goods are precisely those mentioned on the General List. The holder of the ATA Carnet signs the letter and the Chamber of Commerce certifies it.

The establishment of the General List of the ATA Carnet by electronic means will speed up the Russian customs work with Carnets. To speed up the customs process in Russia, it is recommended to carry the general list electronically, for instance, on a memory stick with no other data.

Column 3, Number of the goods

The number of goods should be marked on the ATA Carnet. Goods must not be grouped unless the goods are fully similar in every respect (see: description of goods).

For example: A pair of shoes, gloves and earrings is a two-piece shipment.

Column 4, Weight and amount

It is obligatory to mark the net weight of the goods or the lot.

Column 5, Value

The value of the marked goods is their commercial value without taxes (price at which the goods are sold abroad) marked in euros.

Warning: An exporter, who marks on the ATA Carnet a smaller value than the real commercial value of the goods may be required to pay a fine and lose his/her goods to the Russian state.

Column 6, Origin of goods

The country of origin of the goods shall be marked as an international country code (two-letter ISO-standard).

Closing the list and certification by the Chamber of Commerce stamp

The total value of the goods shall be marked in words at the end of the General List of the goods. In addition, the issuing Chamber of Commerce must certify the list with its stamp on every sheet (not mandatory but recommended).

ATA CARNET STRUCTURE

Use of transit-sheets between customs at border and inland

The customs procedure of internal transit from border customs offices to inland customs offices, involving the use of blue transit sheets, applies only if the border customs office at the place of arrival is not authorized to customs clear the following categories of goods:

(1) Jewelry, antiques and cultural valuables. Only the following specialized customs offices are authorized to carry out the customs clearance of the abovementioned goods under cover of an ATA Carnet:

- Specialized Customs point (12, Smolnaya street, Moscow);
- Malahit Customs point (27, Gogol street, Ekaterinburg, Sverdlovsk Region, 620057);
- North-West Excise Customs point (40 «a», Kulturi avenue, Saint-Petersburg);
- Kaliningrad Excise Customs point (16, Druzhbi street, Bagrationovsk, Kaliningrad Region). Having been cleared by the specialized Customs offices, the goods can circulate freely within the entire territory of the Russian Federation.

(2) Goods requiring special authorization or license to be temporarily admitted (e.g. dual-use goods).

ATA Carnets must imperatively contain two sets of blue transit sheets i.e. four pieces. In addition, for all the goods transported by road, it is highly recommended to add two additional sets of blue transit sheets.

Example:

Goods are transported from Finland through Moscow to X-town.

Helsinki-Moscow-X-town or Helsinki-X-town. The goods can be released for free movement inside the Russian territory at the border, but the goods can also be declared in Moscow to be delivered to X-town. Please check that there is an international customs office able to customs clear ATA Carnet deliveries at the final destination of the goods.

Goods that are under special rules

We remind you that an ATA Carnet does not replace other documents which are required for certain goods or their use. The holder is responsible to obtain information from the Federal Customs Service of the Russian Federation whether there is a rule which would require a special permit for the goods.

An example of such a case might be a set of cutlery or chef knives, which could be regarded as weapons of some degree and that, therefore, require prior notification and a permit. Similarly, to allow filming or taking photographs, the customs authorities may require a special permit issued by the relevant authority (ministry, embassy or customs). For example, health certificates are required in the export of live animals and plants.

Replacement for an ATA Carnet

In accordance with Article 14, Annex A of the Istanbul Convention, any replacement ATA Carnet must be:

- (1) registered by the Customs Authorities of the country of export;
- (2) submitted to the Federal Customs Service of the Russian Federation no later than two weeks before the expiry date of the initial ATA Carnet.

Possible payment requirements by the Russian Customs Service

In case a company receives a payment requirement on import duties and taxes from the Federal Customs Service of the Russian Federation, that company's representatives should take immediate contact with the ATA Carnet's issuing Chamber of Commerce.

The authorized customs offices

A list of authorized customs offices can be found on the website: www.atacarnet.fi

Checklist

- Read the users' guide on ATA Carnet in the Russian Federation (www.atacarnet.fi).
- Register for the ATA Carnet system (www.atacarnet.fi), submit an electronic application, and send it to the Chamber of Commerce (www.kauppakamari.fi).
- Name of representative; any authorized person – multiple people can function as holders.
- General List of goods: formatting and numbering of the list, corresponding translation into Russian, pictures and their numbering, checking the goods' value and total value.
- The delivery time for an ATA Carnet is 5 days, but you may also inquire about express Carnets.
- Pick up the ATA Carnet at the issuing Chamber of Commerce or ask the Chamber of Commerce to mail it for you.
- Remember to sign the ATA Carnet.
- It is advised to familiarize yourself with the ATA Carnet user instructions before arriving at the border crossing point. The Chamber of Commerce attaches them at the end of the ATA Carnet.

ENCLOSURES Models of powers of attorney (due to linguistic reasons and standing practices, translations of powers of attorney are not literally identical).

10.7.2019

Logo paper
Company's name
Address

ДОВЕРЕННОСТЬ

ДЛЯ ПРЕДЪЯВЛЕНИЯ ПО ТРЕБОВАНИЮ

Я, **name of the person who gives the power of attorney**, компания **company's name**
настоящим назначаю _____ **all names of the representative**

Номер паспорта _____ **passport number** выдан **passport issued by** в
_____ **date and place of issue of the passport**

быть моим Агентом с целью выполнения всех необходимых формальностей и подписания

документов по АТА Carnet № **FI/B/028599** от **28.10.2017г.**, выданного **chamber's name**, по адресу

chamber's address, ФИНЛЯНДИЯ, в полном соответствии с Международной Конвенцией, заверенного

chamber's name, а также передавать таможенным органам любые запрашиваемые в данной связи

документы и быть моим полномочным представителем.

Date

Signature and position of the person who gives the power
of attorney

Printed name and position

Подпись

Директор-распорядитель

Logo paper
Company's name
Company's address

AUTHORIZATION

We herewith authorize Mr. James Smith, address Street 10, London, to utilize ATA carnet No FI/S/4000 issued to our firm by the Tampere Chamber of Commerce, address Kehräsaari, 33200 Tampere, Finland, on 1st September 2002, with all the rights and obligations which our ATA carnet commitment implies.

Tampere, 2002-09-03 TAMPEREEN TEHDAS OY

Timo Teikäläinen
Managing Director

Witnesses

Heikki Heikäläinen
Export Manager
Tampere

Kaisa Kassa
Cashier
Tampere