

Notes on supplier long-term declaration

The supplier long-term declaration serves as proof of origin of a good within the European Union. A good's proof of origin is always required if goods are to be exported from the EU with preferential treatment, i.e. generally speaking free of VAT in the country of receipt. The long-term declaration is valid for the duration of a calendar year (01.01. – 31.12) without exception.

As we are a highly export-oriented company, we would ask you to fill out the prepared form, by:

1. Entering the country of origin e.g. Germany (abbreviation DE) or
2. If you do not know the actual country of origin but the goods originated from within the European Union, use "European Union" (abbreviation CE - do not use the abbreviations EU, EG or EC) or
3. Enter the respective country of origin for the various sub-items.

We would be grateful if you could fill out **our supplier declaration**. If you wish to use your own forms please note items 1 – 3 above. To enable us to assign items to our material base, please use **our material numbers**.

It is **important** that the **entire delivery** is covered by the supplier declaration. It is insufficient to state: "All goods supplied by us".

Remember the date, stamp and signature. If you are producing the declaration electronically, state the company and person responsible. There is then no requirement for a signature.

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