

## Customs warehouse: Performing a manual stock transfer

This chapter describes how to carry out a manual stock transfer to the customs warehouse at DAKOSY GE.



**Restriction:** To create a stock transfer with a WIIP customs declaration, you need the customs reference to be transferred to DAKOSY GE.



**Tip:** Before creating or using a customs declaration, check that the correct warehouse profile is selected. The currently selected warehouse profile is displayed in the title bar. You can find instructions on changing the warehouse profile in the chapter [Creating a warehouse profile](#).

1. Select the menu entry **Start** > **Customs declarations**.
2. In the area **Related actions** click on the entry **+ Create customs declaration**. The **New Customs Declaration** window opens.
3. Select the customs procedure **ZL**.
4. Select the country **DE - Germany**.
5. Select the customs declaration type **WIIP - Customs Warehouse Incoming without ATLAS**.
6. Enter a unique **Reference Number/LRN**.




**Tip:**

- To automatically generate a consecutive number, click on the button . The number can be included in a sequence of digits and/or letters.
- Only the following characters and special characters are allowed in a reference number: capital letters (A-Z), digits (0-9), space, dash (-), colon (:), equal sign (=), dot (.), slash (/) and underscore (\_).
- As the fields on the **General** tab for manual stock transfer are usually the same, you can enter a template with this data. When creating a new customs declaration WIIP, select the corresponding master reference via the **Template** field. The data is transferred to the customs declaration. The **operative date** field for each customs declaration.

7. Click on **OK**.  
The **Customs Declaration DE: WIIP, RefNo/LRN: [Reference number]** tab opens.
8. Fill in the fields on the tab **General**.


Field	Description
<b>Customs Reference/ MRN</b>	Enter the value <b>DATATRANSFER</b> to be able to enter different customs references for the positions.
<b>access Atlas</b>	Select the value <b>Yes</b> .
<b>Country of Dispatch</b>	Country from which the goods are consigned.
<b>Destination country</b>	Enter the value <b>DE - Deutschland</b> .
<b>Federal State</b>	If the customs warehouse is located in Hamburg, enter the value <b>02 - Hamburg</b> .
<b>Customs State</b>	Select the value <b>IM - Nichtgemeinschaftsware</b> .
<b>Statistical State</b>	Select the statistical status of the goods.
<b>D.V.1. Mark</b>	Is information on the D.V.1 customs value declaration required? According to the UCC, a customs value declarant is required if the customs value of the imported goods per consignment exceeds the value of EUR 20,000.

Field	Description
operative date	Enter the date of the original storage.
Repres. Type of Declarant	Select the type of representative.
Cons. = Decl.	If the consignee and the declarant are the same person, select the value <b>Yes</b> .
Consignee	Address of the consignee of the goods item
Declarant	Declarant of the goods: Person who submits a customs declaration in his own name or in whose name a customs declaration is submitted (direct representation).
Delivery Terms	If the goods are released for free circulation, the fields <b>Delivery Terms</b> and <b>Key</b> are decisive for the recalculation of the customs value.
Location	Destination or point of departure to which the terms of delivery apply.
Key	If the goods are removed for free circulation, the fields <b>Delivery Terms</b> and <b>Key</b> are decisive for the recalculation of the customs value.
Invoice Price	Total price shown on the invoice.
Currency	If the positions have different currencies, you can select the value <b>EUR - Euro</b> . The values are converted into euros for all positions.
Inland Transport Mode, ID	License plate or name of the means of transport on arrival (SAD box 18; MZSW Title II, section III)
Border Transport Mode	Mode of transport of the active crossing border means of transport
Type of Transport	Type of crossing border active means of transport
Nationality	Nationality of the active crossing border means of transport


**Important:** As the data is required for removal from storage for free circulation, fill in the following fields:


- **Delivery Terms**
- **Location**
- **Key**
- **Invoice Price**
- **Currency**
- **Inland Transport Mode, ID**
- **Border Transport Mode**
- **Type of Transport**
- **Nationality**

9. Click on the tab **DV1**.

**Tip:** If the fields on the tab **DV1** are the same for the manual stock transfer, they can also be entered in the template. The data is transferred to the customs declaration. Change the data if required.

Field	Description
D.V.1. Mark	Is information on the D.V.1 customs value declaration required? According to the UCC, a customs value declarant is required if the customs value of the imported goods per consignment exceeds the value of EUR 20,000.
Relatedness Details	<ul style="list-style-type: none"><li>Mark indicating the relationship between seller and buyer. For values 1 and 2, you must enter an explanation of the relationship in the following field.</li><li>More detailed information on the specified relationship.</li></ul>
Restrictions as to the Disposition by	Are there any restrictions on the use of the goods by the buyer?
Price subject to some condition	Are there any conditions or special services? If you select the value <b>Yes</b> you must fill in the field <b>Condition Details</b> .
License Costs	Are there any license fees? If you select the value <b>Yes</b> you must fill in the field <b>Circumstances</b> .
Sale Subject to the Proceeds	Is the purchase transaction linked to an agreement under which part of the proceeds from resales, other releases of goods or uses directly or indirectly benefit the seller? If you select the value <b>Yes</b> you must fill in the field <b>Circumstances</b> .

10. Click on the tab **Goods Items**.  
The overview of all positions for this dossier is displayed.
11. Click on the icon .  
A new position is created.

 **Important:** Assign the item numbers in the field **Pos.** consecutively starting with 1. The item numbers are independent of the registration position.

AllgemeinAdressenWeitere AngabenDV1PositionenReferenzenInfocenterStatus

Position

Alle Positionen

AllgemeinWeitere AngabenUnterlagenAbmessungenDV1AußenhandelsstatistikReferenzen

Referenz Positionsnr.1

Registriernummer Zugang, Pos. RegNr.


Buchungsstatus

Artikelcode Artikelnr.Kürzel oder Beschreibung


Figure 1: Reference item no. field

12. Fill in at least the mandatory fields of the position. Not all of the fields described are mandatory fields. You can recognize mandatory fields by the validation messages; they may change depending on your entries.


Field	Description
Incoming Customs Reference	Incoming customs reference number, for example the ATC, ATH or ATT number
Incoming customsitem	Item number for the customs reference number of the incoming shipment
Article Code	First store the item in the item master. You can find instructions on how to enter an item in the chapter <a href="#">Creating an article</a> .  Select the article code for your article.

Field	Description
Commodity Code	The commodity code is taken from the item master.
Description	The product description is taken from the product master. You can change the details if required.
Received quantity	Quantity of the stock receipt item in the corresponding unit of measurement, for example NAR or KGM. <div>  <b>Important:</b> If commodities have already been removed from the stock record (example: ATC710000180720235876 position 1), only enter the remaining quantity on the ATC position (or ATH/ATT position). In addition, fill in the fields on the tab <b>Item Details/Further Details</b>. Calculate the details in relation to the remaining quantity.           </div>
Unit	Inventory unit. The value is taken from the item master.
Net Weight	Net weight (net weight/weight of the goods without packaging) of the incoming quantity in kilograms
Gross Weight	Gross weight (gross weight/weight of the goods including packaging) of the incoming quantity in kilograms
Pieces	If the number of packages of the remaining quantity cannot be determined, leave the field blank.
Type	If the package type of the remaining quantity cannot be determined, select the value <b>NE - Nicht verpackt oder abgepackt</b> .
Preceding Proc.	The previous customs destination can be pre-faded via the template.
Country of origin	Select the value according to the declaration.
Pref. Type	Select the value according to the declaration.
Foreign System Reference	If required, enter a reference for internal use. The field is not transmitted to customs.


13. Click on the tab **Item Details/Further Details**.


**Important:** If further details have been entered in the incoming goods, you must also enter the data in the WIIP customs declaration so that the data is available for the subsequent payment of duty. **If the remaining quantity does not correspond to the original storage quantity, calculate the data in relation to the remaining quantity.**


14. Click on the tab **Item Details/documents**.


**Important:** If documents were entered in the incoming shipment, you must also enter the data in the WIIP customs declaration.

15. Click on the tab **Item Details/DV1**.


**Important:**

- The D.V.1 details at item level are required for subsequent payment of duty or reports. If the remaining quantity does not correspond to the original putaway quantity, calculate the details in relation to the remaining quantity.
- Compare the calculated customs value (field **Customs Value**) with the customs value of your old system. If the customs values match, you have entered the costs correctly.


**Tip:** If required, enter further data, for example for airfreight the field **IATA Airport**.

16. In the area ... **Actions** click on the entry  **Save**.

The customs declaration is displayed in the overview **Customs declarations**. The customs declaration can be booked into the customs warehouse. You can find out how to book incoming goods in the chapter [Book incoming goods](#).

17. Close the customs declaration.

You can find more detailed instructions on creating a WIIP customs declaration in the chapter [WIIP - Creating Customs Warehouse Incoming without ATLAS](#).