

New Computerised Transit System (NCTS) Phase 5

Dear customer,

If you're an NCTS user who moves goods using transit, please read this information carefully. If you represent an NCTS user, please make them aware of this update.

This information is important if you have been approved as an Authorised Consignor or Consignee. You can find all of our updates on [gov.uk](https://www.gov.uk).

If you hold Authorised Consignor or Consignee status, and declare goods via the Simplified Procedure, you are currently required to input the location code for the authorised premises where goods are starting or ending their movement in the UK when you submit a declaration via NCTS.

What's changing

Currently the declaration requires the Authorised Location Code. From 1 July 2024, when NCTS5 is introduced, this will be known as the **Location Reference Number**.

In addition to providing the Location Reference Number, you will also need to provide your **Authorisation Reference Number**. The Authorisation Reference Number is used to determine if the correct authorisation type is held.

What this means for you

Every time you submit a transit declaration on NCTS 5 you'll need to include your Authorisation Reference Number.

If you use the free-to-use web portal via the Government Gateway, then you will need to manually input the number when you submit your transit movements.

If you use commercial software to submit your transit movements, your chosen provider may:

- configure your Authorisation Reference Number into the software before you get it which means you won't need to manually input the number each time you submit a declaration, or
- tell you how to configure the number into your software, so it's included automatically when you start a new declaration, or
- do none of the above which means you'll need to manually input the number when you create a transit declaration.

What happens next

Between April and May 2024, you will receive your Authorisation Reference Number from HMRC.

You need to keep this number safe.

Speak to your software provider to find out if you need to tell them your Authorisation Reference Number before you receive your new software for NCTS5.

If you don't receive the Authorisation Reference Number by 20 May 2024, please contact the NCTS Helpdesk.

Thank you,
HMRC