



HM Revenue
& Customs

CDS Exports - Important information you need to be aware of if you are a declarant who exports goods under a licence.

HMRC are aware of some temporary issues with licence data flows between CDS and the Department of Business and Trade electronic licensing systems (SPIRE/LITE). These issues occur when a CDS exports declaration contains errors which impacts the licence. As a result, the declaration cannot progress to a cleared status.

Best practice when submitting a CDS Declaration and declaring a licence

Do check you are quoting the correct licence reference in DE 2/3 and have entered the exact characters, removing any whitespace characters such as spaces.

Do Not use document status code EE (Electronic Exhausted) or ES (Electronic Surrendered) details on CDS (DE 2/3) unless you wish to exhaust or surrender the licence. Instead, you are advised to use document status code EP (Electronic Partial).

In addition to the above, declarants must ensure that the details within Data Element 2/3 (DE 2/3) have been completed correctly before the declaration is submitted:

1. Quantity for the licence must **not** be zero, unless you want to delete an existing reservation. If no reservation exists an issue will occur and the declaration cannot be amended or deleted and you will need to submit a new declaration.
2. The measurement unit for the quantity must match the measurement unit associated to the licence.
3. If a document status code applies, the same document status code must be used for all goods items in the declaration.
4. If you need to declare a commodity that requires two document status codes for the same licence, please follow the following instructions for Data Element 2/3:
 - **For the first Document Status code:**
Enter information as per CDS Export Tariff with the relevant and valid code in status code field. To determine the correct code please use; [Group 2: References of Messages, Document, Certificates and Authorisations - GOV.UK \(www.gov.uk\)](#)
 - **For the second Document Status code:**
 - a) Enter text "License declared against [enter first status code]" in the Document Identifier field.
 - b) Enter code "XW" in Document Status field
 - c) Enter text "License declared against [enter first status code]" in the Reason field.
 - d) Leave Issuing Authority field blank

- e) Leave Date of Validity field blank
- f) Leave Measurement Unit and Qualifier blank
- g) Enter Quantity as "0"

What to do if your declaration is 'stuck' in a registered state (No DMSACC received)

If there is a discrepancy with DE 2/3, as described in points 1 to 3 above, your declaration will not be rejected and will remain stuck in a 'received' state. In addition, if your goods have been arrived at the frontier, the CSP/carrier will not receive any response notifications and your goods will not gain P2P.

At this point you may be notified by the carrier that there is an issue, and that you need to take action. You must **not** attempt to **amend** the declaration as this will not rectify the issue and could cause your licence usage to be stored incorrectly.

Instead, you **must invalidate** your declaration and submit a new declaration using a new DUCR and LRN.

If your goods have been consolidated into a Master Unique Consignment Reference (MUCR), when you invalidate your declaration your Declaration Unique Consignment Reference (DUCR) will be auto disassociate from the MUCR. You must alert your carrier and arrange for your goods to be removed from the consolidation. Please liaise with your carrier and freight forwarder/ intermediary for guidance if necessary.

If you have attempted to amend a declaration that has a licence error, the declaration will remain in a 'received' state and not progress to 'registered' or 'accepted'. You will need to submit a new declaration and contact HMRC via this [link](#) for a correction to be applied to the licence reservation.

If there is a discrepancy with DE 2/3 as described in point 4 above, your declaration will be rejected and you will need to follow to the corrective guidance described below for error code 'CDS70719 Licence Error: Electronic licence quoted although Document Status Code indicated paper licence'.

**Please note: the scenarios listed under each of the following error codes are not exhaustive lists. We have only listed commonly occurred scenarios. If you have encountered another scenario not listed, please use contact HMRC via this [link](#) **

What to do if you have received error code "CDS70740 Licence Error: Importer/Exporter is not the owner of the licence".

This error may occur if the EORI attributed to the licence does not match the EORI declared in the declaration. You will need to contact HMRC via this [link](#) for a correction to be applied if possible.

You will need to submit a new declaration once you have been contacted to confirm your issue is resolved.

What to do if you have received the error code “CDS70711 Licence Error: Electronic licence does not exist”

In this scenario, you should log onto SPIRE/LITE and check the following:

1. Ensure your licence exists and is valid
 - a. If your licence does not exist, apply for a new licence using [SPIRE/LITE](#).
2. Check that the measurement quantity unit that you have declared in DE 2/3 of your CDS export declaration is listed in [appendix 20](#) of the CDS tariff

If the measurement quantity unit on your licence is not listed in appendix 20, e.g. international units, you will need to contact DBT via [link](#) to request the licence is re-issued with a licence measurement quantity unit listed on appendix 20 of the CDS tariff.

Once the licence is re-issued with a valid measurement quantity unit, you can submit a new declaration and declare the new licence measurement quantity unit in DE 2/3, determining the correct code to use from appendix 20 of the CDS Exports tariff; [link](#).

What to do if you have received Error code “CDS70761 Licence has insufficient quantity remaining to meet claim”

In this scenario, you should check:

1. Log onto SPIRE/LITE to check your licence has sufficient quantity to export your goods
2. If your licence has sufficient quantity, check your CDS declaration to see if you have declared document status code EE (Electronic Exhausted) or ES (Electronic Surrendered) details in DE 2/3

If you have insufficient quantity left on your licence or 2 above applies, **do not** contact the Department of Business and Trade. Instead, you will need to apply for a new licence.

If you have declared document status code EE (Electronic Exhausted) or ES (Electronic Surrendered) details in DE 2/3 please contact HMRC via the following [link](#) to inform HMRC you have encountered this issue.

If you need to apply OGEL you will need to register for a new OGEL-licence from the government website here:

[Open general export licences \(OGELs\) - GOV.UK \(www.gov.uk\)](#)

There is no application for an OGEL. You will be provided with a new GBOGE licence reference number and will be required to declare EP against your new licence in DE 2/3.

For any other type of licence, you will be required to re-apply for a new licence. This may require vetting and may take some time to be authorised and issued.

What to do if you have received ‘CDS71216 Transaction not permitted: Licence is inactive and no longer available for use’

This error can occur when a licence is exhausted and is now inactive and unavailable for use. For example, if you have previously submitted a CDS MRN with this licence and declared document status code EE (Electronic Exhausted) or ES (Electronic Surrendered) details in DE 2/3, accidentally exhausting your licence.

You should check the most recently accepted MRN to determine whether you have declared document status code EE (Electronic Exhausted) or ES (Electronic Surrendered) details in DE 2/3

If you have previously exhausted your licence, by declaring EE or ES in DE 2/3 in a previous MRN, you must re-apply for a licence. **Do not** contact the Department of Business and Trade. Instead, please contact HMRC via the following [link](#) to inform HMRC you have encountered this issue.

If you need to apply for an OGEL you will need to register for a new OGEL-licence from the government website here:

[Open general export licences \(OGELs\) - GOV.UK \(www.gov.uk\)](https://www.gov.uk/open-general-export-licences-ogels)

There is no application for an OGEL. You will be provided with a new GBOGE licence reference number and will be required to declare EP against your new licence in DE 2/3.

For any other type of licence, you will be required to re-apply for a new licence. This may require vetting and may take some time to be authorised and issued.

What to do if you have received ‘CDS70719 Licence Error: Electronic licence quoted although Document Status Code indicated paper licence’.

In this scenario, you should check;

1. The document status code declared in the declaration is correct according to the type of licence held. You can determine this using the following [link](#)
 - a. If so, resubmit your declaration using the correct Document Status Code.
2. If you have declared a commodity code that requires two document status codes for the same licence but have not followed the best practice detailed in point 4 above.
 - a. If so, resubmit your declaration ensuring that you follow the best practice guidance.

What to do if you have received one of the above error codes and your goods are at the border

If the resolution to the issue you have encountered requires you to apply for a new licence or requires HMRC/DBT intervention, you have the option of withdrawing your goods in land whilst waiting for your issue to be resolved. Since your declaration has been rejected, you do not require HMRC approval to withdraw in land.

HMRC are working with the Department for Business and Trade to resolve these issues and will notify traders once these have been resolved or if there are any further updates to the above guidance. In the meantime, we ask that declarants follow the temporary guidance outlined above.