

Authorised Economic Operator (AEO)



Analysis of the changes to the C117 Application Form March 2018

A new version of the C117 AEO Application form has been issued dated March 2018. This form should be used with immediate effect for all AEO applications.

The new form requires the same data as the old form plus new data elements making the new requirements more detailed than before. The order in which the data is requested has also been re-organised.

Comparison of Box Numbers:

Box 1 & 4 have been combined into a new Box 1 - The full name and registered address of the applicant is now required. Remember to include the country of registration.

Box 11 is now Box 2 with the same data requirements

Box 9 is now Box 3 Remember to include the two letter designation e.g. GB with the EORI

Box 2 is now Box 4 with the same data requirements

Box 3 is now Box 5 with the same data requirements, use the format yyyy/mm/dd

Box 18 is now Box 6 with a wording change to reflect that not all business accounts may be found at one location. The address required now is the address where the 'main' accounts are kept rather than the 'full' accounts which was previously required.

Box 8 & 10 have been combined into a new Box 7. Although the wording only mentions the VAT registration number the company registration number (certificate of incorporation number) is also required. Remember to include the two digit country code.

Box 6 is now Box 9 with the same data requirements

Box 7 is now Box 11 with the same data requirements

Box 12 is still Box 12 with the same data requirements. You should use more than one code if applicable to the applicant's business. The codes are:

MF Manufacturer
IM Importer
EX Exporter
CB Customs Broker
CA Carrier
FW Freight Forwarder
CS Consolidator
TR Terminal Operator
WH Warehouse Keeper

CF Container Operator
DEP Stevedore
HR Shipping Line Service
999 Others

Box 13 is still Box 13 with the same data requirements. The two digit country codes for member states of the EU are as follows:

Austria AT	Italy IT
Belgium BE	Lithuania LT
Bulgaria BG	Latvia LV
Cyprus CY	Luxembourg LU
Czech Republic CZ	Malta MT
Denmark DK	Holland NL
Estonia EE	Poland PL
Finland FI	Portugal PT
France FR	Romania RO
Germany DE	Slovakia SK
Great Britain GB	Slovenia SI
Greece GR	Spain ES
Croatia HR	Sweden SE
Hungary HU	
Ireland IE	

Box 14 is still Box 14 with the same data requirements. Names such as London Heathrow or reference numbers such as 120 can be used. Do not enter more than five airports, seaports or customs offices. This information can be found on your customs entries.

Box 15 is still Box 15 with the same data requirements. Include certified approvals such as Regulated Agent and Inward Processing Authorisation numbers.

Box 17 is now Box 19 with the same data requirements.

Box 16 is now Box 20 with the same data requirements.

Box 19 is now Box 23 with the same data requirements.

New requirements:

New Box 8 requires the name and office address of the person in the applicant's company who is responsible for customs matters. Make sure this matches with the information that you give on the C118 Self-Assessment Questionnaire.

New Box 10 requires details about the person in the applicant's company that is in charge of the business e.g. Director or Manager of the Company etc. Include their job title, full name, office address, date of birth and National Insurance Number. Make sure this matches with the information that you give on the C118 Self-Assessment Questionnaire.

New Box 16 asks for consent to exchange information about your AEO Authorisation should you be successful, with third countries to enable the applicant's inclusion in AEO Mutual Recognition Agreements and security measures. The applicant is required to provide an email address, company name and address. These details must be given in Unicode Standard characters e.g. transliterated so there are no accents or Cyrillic letters for example. If the applicant does not consent to the exchange of information the applicant will not be able to obtain the benefits of Mutual Recognition Agreements.

New Box 17 requires details of the nature of the applicant's business e.g. clothes retailer. A NACE code must be used. A full list of NACE codes (Statistical Classification of Economic Activities) can be found [here](#).

New Box 18 requires the applicant to state whether or not the application involves Permanent Business Establishments (PBE's). If yes then full company names, addresses and VAT numbers are required. Make sure these are included in the C118.

New Box 21 requires applicant to indicate if they agree to be added to the published list of AEO certified companies that is available to view on-line.

New Box 22 requires applicant to indicate the size of their business:

Micro = up to 10 staff with a turnover/balance sheet total of up to £2 million

Small = up to 50 staff with a turnover/balance sheet total of up to £10 million

Medium sized = up to 250 staff with a turnover of up to £50 or a balance sheet total of up to £43 million

Large = 250 or more staff with a turnover of more than £50 million or a balance sheet total of more than £43 million.