CUSTOMS ADVICE FOR DRIVERS USING DUBLIN PORT

RPC012975_EN_PR_L_1_Dublin

Revenue
Cáin agus Custaim na hÉireann
Irish Tax and Customs

The information in this document is provided as a guide only and is not professional advice, including legal advice.
It should not be assumed that the guidance is comprehensive or that it provides a definitive answer in every case.

Inbound to Ireland from Great Britain

- What you will need to have
- Checking your PBN status
- Get your Customs Channel
- How to Check-In at a Customs Terminal in Dublin

What you will need to have

A Pre-Boarding Notification Identification number (PBN ID). This will be provided to you by your employer / business for whom you are moving the goods.

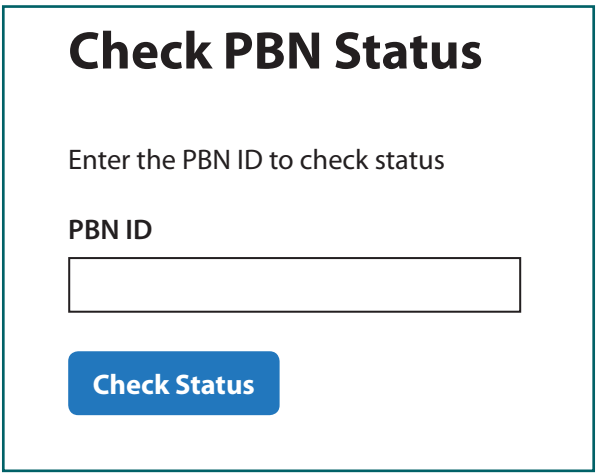
IF YOU DO NOT HAVE A VALID PBN ID YOU WILL NOT BE ALLOWED TO BOARD THE FERRY AND YOU WILL BE INSTRUCTED TO LEAVE THE PORT UNTIL YOU CAN PRESENT A VALID PBN ID.

Checking your PBN status

You will need your PBN ID to check its status.

Before you arrive at the ferry terminal in Great Britain check whether your PBN ID is valid on **www.revenue.ie/roro** or scan QR code.

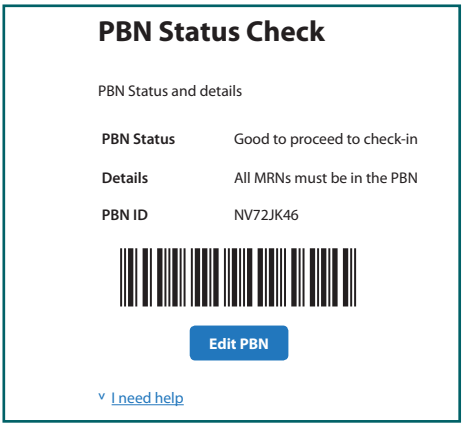
On the RoRo page click on ‘Check PBN Status’. Then enter your PBN ID and click ‘Check Status’.

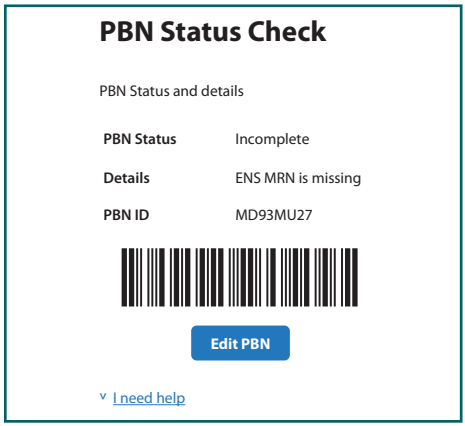


PBN Status Check

If you receive the message ‘Good to proceed to check-in’, then proceed to the ferry terminal. You will be requested to present the PBN ID at the ferry check-in.

If you receive a PBN Status message of ‘Incomplete’ please advise your employer / business for whom you are moving the goods.



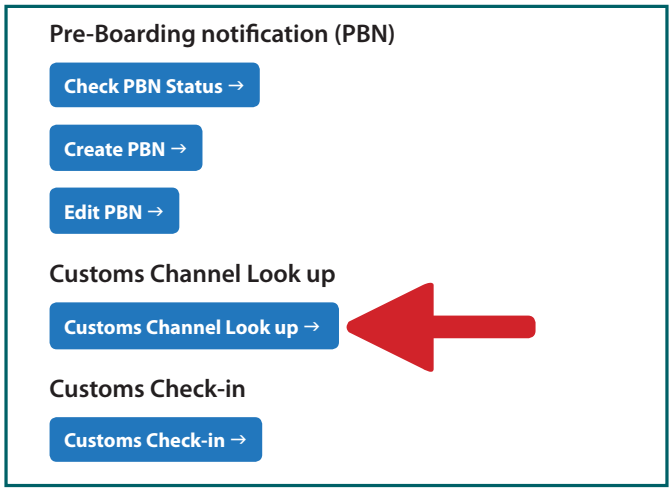


Get your Customs Channel

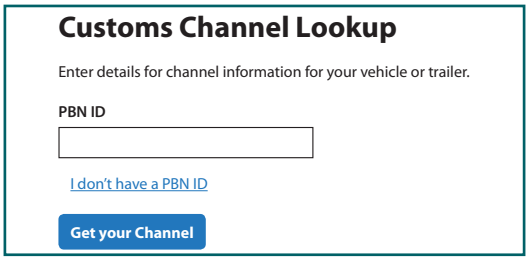
During the last 30 minutes prior to docking you must check your Customs Channel to see whether you are free to leave the Port on arrival or if you have been called to Customs.

The following steps should be completed to get your channel:

Step 1: Go to **www.revenue.ie/roro** or scan QR code 30 minutes prior to docking

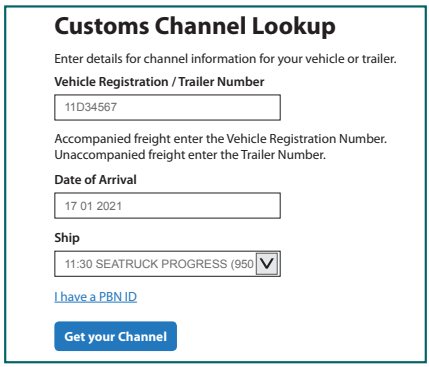


Click on Customs Channel Look up, enter your PBN ID, then click ‘Get your Channel’



In the unlikely event that you have mislaid your PBN ID during the journey, follow these four steps:

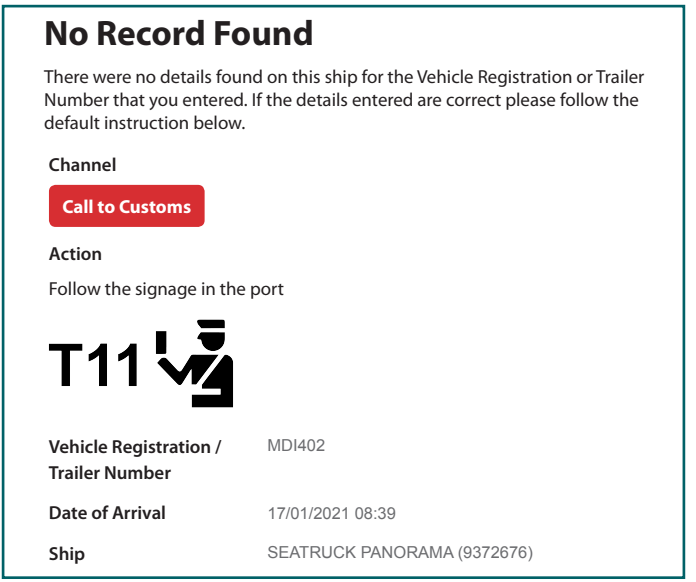
- Enter the vehicle registration number or trailer ID of the vehicle you wish to check
- Select the scheduled date of arrival
- Select the relevant ship the vehicle is travelling on
- Click on the ‘Get your Channel’



You will receive 1 of the 5 channel options below.

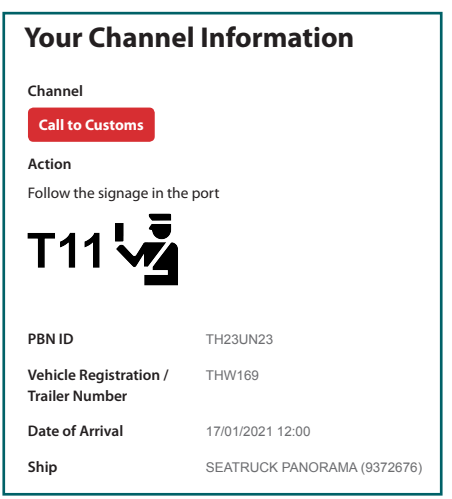
Channel Options	Port Signs	Instructions
Exit the Port	EXIT	Follow the signs directing you straight out of the Port. There is no need to call to Customs.
Call to Customs	T11	Follow the signs directing you to the Customs Terminal **T11**.
Call to Customs - Transit	T7	Trucks moving under normal transit (**T1** and **T2**) - follow the signs directing you to the Transit Terminal **T7**.
Call to Customs - Seal	T7	Follow the signs directing you to the Seal Check Terminal **T7**.
Live Animals BCP		If you are carrying live animals, follow the signs directing you to the live animals **Yard 2**.

Step 2: If there are no details found on this ship for the vehicle registration number or trailer ID that you entered, you must Call to Customs, follow the signs to **T11**.



Step 3: If PBN ID and / or vehicle details are correct, your channel will be shown. In the example below Call to Customs has been provided for the vehicle concerned.

If you receive a Call to Customs Channel, refresh **www.revenue.ie/roro** at regular intervals as your channel may be updated before you dock, as a result of new information received by Revenue, enabling you to Exit the Port on arrival.



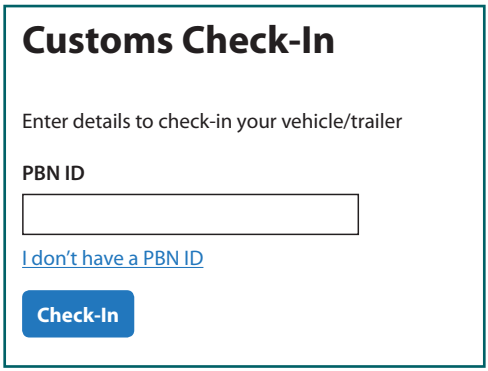
Customs Check-In

What to do if you receive a Call to Customs Channel

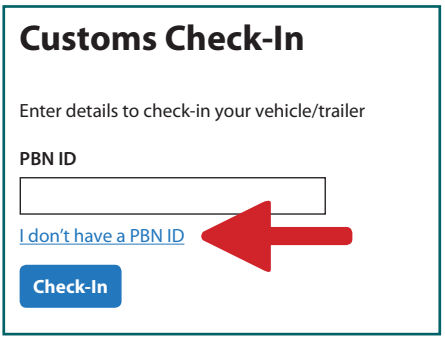
You must proceed to the identified Customs Terminal and park your vehicle. Ensure you take note of your parking bay number as you will need this during the check-in process.

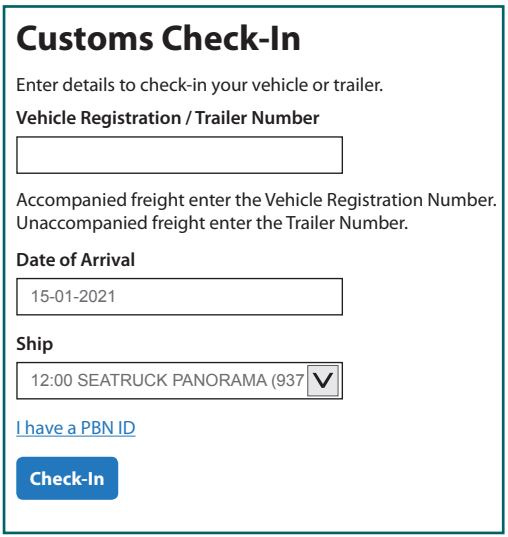
Step 1: After parking your vehicle in the identified Customs Terminal, go to **www.revenue.ie/roro**

Enter your PBN ID, then click 'Check-In'



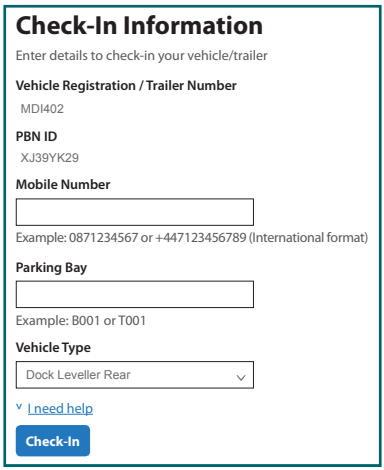
If you do not have a PBN ID, click on the link and enter your Vehicle Registration or Trailer ID Number, select the correct 'Date of Arrival' and 'Ship' details from the drop-down menu. Then click 'Check-In'.



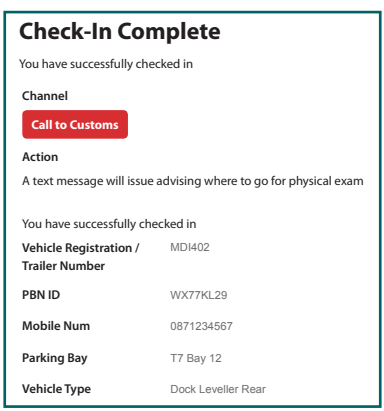


Step 2: You will then see the screen ‘Check-In Information’

Enter your Mobile Number and Parking Bay number and select your Vehicle Type from the dropdown menu, then click ‘Check-In’.



Step 3: If you successfully checked-in a summary of your details will appear on screen. You will receive a text message to the mobile number provided with further instructions, i.e. where to go for a physical exam or if you have been cleared to exit the Port.



For all other controls, the driver can check-in, in person, at the Customs Office in the Customs Terminal.

Drivers of vehicles containing goods should not exit from the Port without clearance from Customs.

Failure to comply is a criminal offence, punishable by a fine of €5,000 and / or imprisonment for a term of up to 12 months.

Outbound to or through Great Britain

What you will need to have

A Pre-Boarding Notification Identification number (PBN ID). This will be provided to you by your employer / business for whom you are moving the goods.

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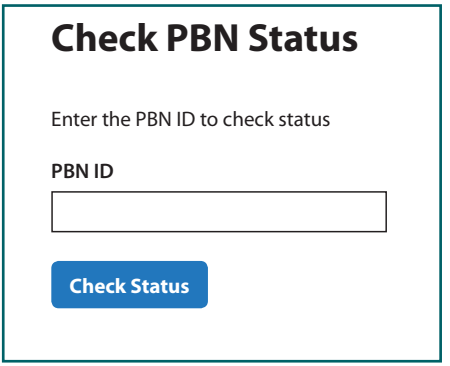
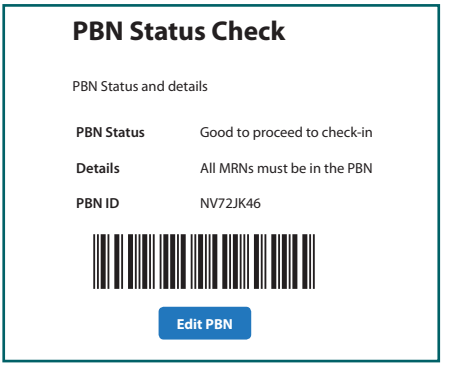
Checking your PBN Status

You will need your PBN ID to check its status.

Before you arrive at the ferry terminal in Ireland check whether your PBN ID is valid and that you have a 'Good to proceed to check-in' status for boarding the ferry on **www.revenue.ie/roro** or scan QR code.

On the RoRo page click on 'Check PBN Status'. Then enter your PBN ID and click 'Check Status'.





You will be requested to present the PBN ID at the ferry check-in.

Further information is available on:
www.revenue.ie/brexit or **www.gov.ie/brexit**

Urgent queries relating to goods entering or leaving Ireland should be directed to:
Revenue's Customs Brexit Helpline: +353 1 738 3685

Do not use your mobile phone while driving.

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