

# Creating a Goods Movement Reference (GMR) on the Goods Vehicle Movement Service (GVMS) [1/3]

## Action

- ☐ Ensure you are registered on the [Goods Vehicle Movement Service \(GVMS\)](#)\* on GOV.UK.
- ☐ Sign in to GVMS, click **Create a new GMR** and then follow the instructions by providing the information requested about your goods movement.
- ☐ Select the declaration type and enter the relevant customs and Entry Summary Declaration (ENS) references from the Trader Support Service (TSS) notifications. For more details on this step, see the following pages.
- ☐ If you have more than one ENS Movement Reference Number (MRN) for your declaration, you can add multiple MRNs to the GMR.
- ☐ Once all declaration references are added for the consignment, you will see the declaration in the GVMS portal.
- ☐ Click **Add another consignment** to add further TSS consignments. Repeat the above steps for each additional consignment. Then review the draft and click **Finish**.
- ☐ For non-TSS consignments, you will need to add the Movement Reference Number for each of these movements and the associated safety and security information.
- ☐ Print or save the Goods Movement Reference barcode to present at the departure port.

### \*One-time action

For further help, please refer to the [Creating a Goods Movement Reference](#) guide on NICTA or consult the TSS Contact Centre for support on 0800 060 8888.

## Section 3: Customs declarations

### Declaration types

You can add more declarations later if you need to do so.

Do not include your EU export declarations. Only add your UK import declarations.

#### What type of declaration are you adding?

Select one declaration type.

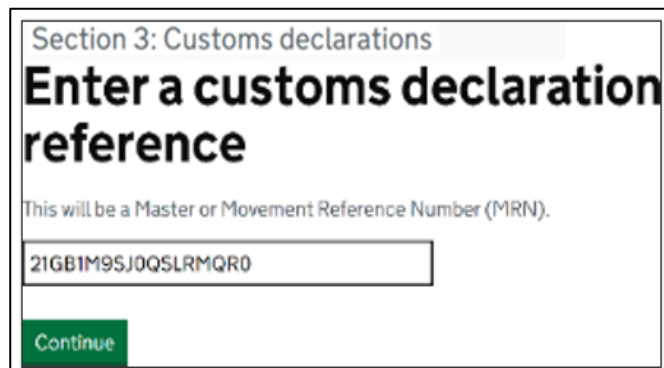
- ☐ UK Carrier (UKC) Scheme  
For moving consumer parcels from GB to NI
- ☐ Customs declaration  
Includes Simplified Frontier Declarations such as Simplified Process for Internal Market Movements (H8), Full Customs Import Declarations, or Customs clearance requests (C21)
- ☐ Transit declaration  
This could be a Transit Accompanying Document (TAD), a Transit Security Accompanying Document (TSAD) or a Manual Transit Procedure (this replaces the SAD)
- ☐ Entry In Declarant's Records (EIDR)  
For movements where declarations are submitted after the goods move
- ☐ TIR Carnet  
For single movements of goods between 2 countries
- ☐ ATA Carnet  
For temporarily exporting commercial samples, trade goods and professional equipment
- ☐ Oral or by conduct declaration  
For goods that are declared at import or to a Border Force officer

[Continue](#)

Refer to the following pages for more detailed guidance on how to complete this step.

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- The declaration type that you should select depends on the reference TSS has provided you with in the email correspondence.
- If the MRN in your TSS Simplified Frontier Declaration (SFD) notification email is a Customs Declaration Service (CDS) MRN or begins with 'YYGB' (e.g. **21GB for a movement in 2021**), select **Customs declaration** and type the MRN into the field shown on the next page (below left). If you have completed a Full Frontier Declaration, which is independent of the Entry Summary Declaration, you should also choose this option and click **Continue**.
- If your MRN begins with **XI**, select **Entry in Declarant's Records (EIDR)** and enter the trader's EORI into the field on the next page (below right).

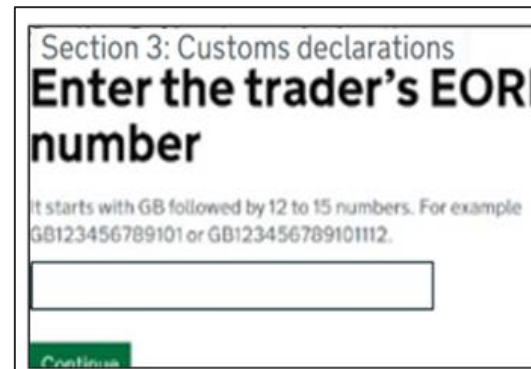


Section 3: Customs declarations

### Enter a customs declaration reference

This will be a Master or Movement Reference Number (MRN).

Continue



Section 3: Customs declarations

### Enter the trader's EORI number

It starts with GB followed by 12 to 15 numbers. For example GB123456789101 or GB123456789101112.

Continue

Make sure you use these numbers and not the TSS reference numbers beginning with GLR, DEC, SFD, ENS or SUP. You can update the GMR on GVMS until the code is scanned when you board the ferry. For further help, please refer to the [Creating a Goods Movement Reference](#) guide on NICTA or consult the TSS Contact Centre for support on 0800 060 8888.

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- If you have **one** MRN for your declaration, select 'Yes' to the question '**Do you have one ENS Movement Reference Number (MRN) that is only for this Customs declaration?**' (see image, right).
- Enter the MRN(s) of the Entry Summary Declaration(s) you received in your TSS Entry Summary Declaration notification email and click **Continue** (see image below).



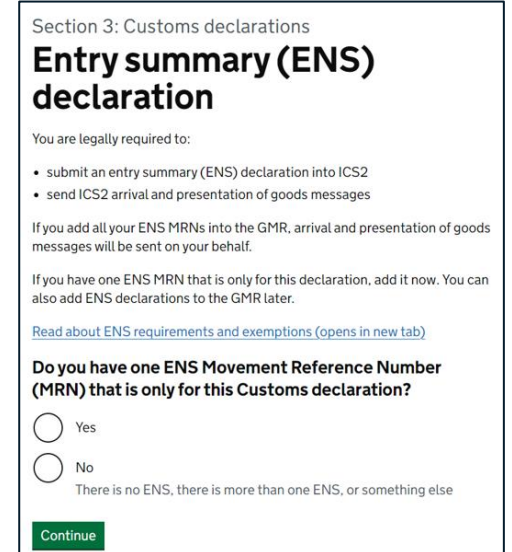
Section 3: Customs declarations

### Enter an entry summary (safety and security) declaration

[Is this page not working properly? \(opens in new tab\)](#)

**Continue**

- If you have **multiple** MRNs for your declaration, select 'No'. Choose from the list of reasons why you wish to enter multiple MRNs.
- You can then add another declaration or move onto entering the MRN(s). Once you have confirmed all customs declarations have been added, click **Continue** and enter all Entry Summary Declarations (see image, right).



Section 3: Customs declarations

### Entry summary (ENS) declaration

You are legally required to:

- submit an entry summary (ENS) declaration into ICS2
- send ICS2 arrival and presentation of goods messages

If you add all your ENS MRNs into the GMR, arrival and presentation of goods messages will be sent on your behalf.

If you have one ENS MRN that is only for this declaration, add it now. You can also add ENS declarations to the GMR later.

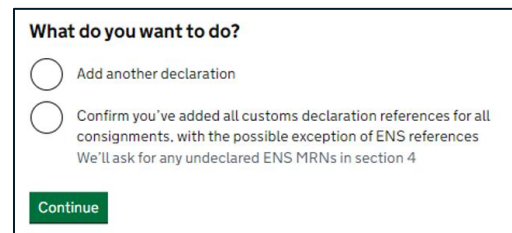
[Read about ENS requirements and exemptions \(opens in new tab\)](#)

**Do you have one ENS Movement Reference Number (MRN) that is only for this Customs declaration?**

☐ Yes

☐ No  
There is no ENS, there is more than one ENS, or something else

**Continue**



**What do you want to do?**

☐ Add another declaration

☐ Confirm you've added all customs declaration references for all consignments, with the possible exception of ENS references  
We'll ask for any undeclared ENS MRNs in section 4

**Continue**

Make sure you use these numbers and not the TSS reference numbers beginning with GLR, DEC, SFD, ENS or SUP. You can update the GMR on GVMS until the code is scanned when you board the ferry. For further help, please refer to the [Creating a Goods Movement Reference](#) guide on NICTA or consult the TSS Contact Centre for support on 0800 060 8888.