**Application for Licence to Import Nuclear Materials**

Importers must apply with at least 30 days’ notice, to the Office for Nuclear Regulation (ONR) for an import licence. Please scan completed application forms and send them via email to ONR-CNSS.Transport@onr.gov.uk. If you require any assistance with this form or have any enquiry related to the movement of Nuclear Material contact: ONR-CNSS.Transport@onr.gov.uk

**Guidance Notes for Part A:**

The Import Licence will be in the name of the Applicant but may be applied for on their behalf by an Authorised Signatory. It may also be necessary to send the Import Licence to the Authorised Signatory rather than the Applicant.

**Nature of Business** - Helps to provide an overall picture of the reasons for application. Please state exactly what aspect of your business has led you to require an import licence for nuclear materials.

**Authorised Signature** – **A Notice for Authorised Signatory Form for an Import Licence** must be completed by the applicant prior to their first import, the authorised signatory stated on this form must be the same as the signatory on the application form for an import licence. Once submitted, ONR will store the details of the authorised signatory and can be referred to when further import licences are requested. A new Authorised Signatory form will be required if the authorised signatory changes.

Please ensure that **all sections** are completed.

**Part A – Applicants Details – Submitted by, or on behalf of:**

|  |  |
| --- | --- |
| Name: | BLOCK CAPITALS |
| Position within applying company: | Position Title |
| Company name: | Company Name |
| Address and Postcode: | Company Address and Postcode  |
| Telephone number: | +44 (0) 000 000 0000 |
| Contact email address: | name@email.com  |
| Applicant’s Own Reference: | Max. 15 characters |
| Nature of business: |  |
| EORI code: |  |

**Licence to be sent to:**

|  |  |
| --- | --- |
| Name: | BLOCK CAPITALS |
| Address and Postcode: | Company Address and Postcode |
| Email address: | Email address |

**Guidance Notes for Part B:**

**Consignor** - This is the organisation overseas who has sent the nuclear material for import into the UK.

**End User** - The Applicant may not always be the End User. Where the nuclear material imported is to be forwarded by the Applicant, appropriate details are to be provided.

**Commodity Code** - As detailed within the HM Revenue and Customs Integrated Tariff of the UK. For nuclear materials the relevant Tariff headings are 26 12 or 28 44.

**Description of Shipment** - A brief description of the material, including the relevant UN number and packages/seals used for the transport.

**Intended End Use of Shipment** - The End Use of a shipment of nuclear materials may be a significant factor in considering an application.

**Date(s) of Shipment(s)** - An Import Licence may be issued for one shipment, or, if moving large quantities of one type of nuclear material, may be valid for a series of movements lasting up to one year. However, the series of movements must not aggregate a weight higher than that specified in the application.

**Part B – Shipment Details:**

|  |  |
| --- | --- |
| Company name – Consignor: | Company Name (Consignor) |
| Address: | Consignor Address |
| Postcode: | Consignor Postcode |
| Company name – End user: | Company Name (End User) |
| Address and Postcode: | End User Address and Postcode |
| Type of licence (Insert an “X” in appropriate box either Single/Open **cannot be both**): | Single: |  | Open: |  |
| Commodity code: | Code |
| Description of shipment: | (Including UN number) |
| Weight of nuclear material: | (Kgs) |
| Intended use of shipment: |  |
| Date of shipment: | From: | DD/MM/YY | To: | DD/MM/YY |

**Guidance Notes for Part C:**

**Persons established in the community means**:

* in the case of a natural person, any person who is normally resident there;
* in the case of a legal person or an association of persons, any person that has in the Community its registered office, central headquarters or a permanent business establishment.

**Signature** - The application must be signed by either the Applicant or an Authorised Signatory. Where the Applicant is a limited company, it must be signed by a director or company secretary, where a sole trader or partnership, it must be signed by the proprietor or partner.

**Part C – Declaration**

I am the applicant for this licence, or I am authorised to act on their behalf.
I undertake that if a licence is granted it will be used solely to import nuclear materials which are the property of the applicant. I undertake to provide any information or documentation required by the Office for Nuclear Regulation in connection with this application or in connection with any transaction arising from the use of any licence granted in response to this application. I am aware that the Office for Nuclear Regulation may pass on the information contained in this application for the administration of import policy to the Department for International Trade,
HM Revenue and Customs and other Government Departments. Furthermore, information provided in this application may be passed to international bodies or other governments in accordance with commitments entered into by Her Majesty’s Government. I, the undersigned, certify that the information provided in this application is true and given in good faith, and that I am established in the community. **Note:** Please be aware that all countries including EU states now need to submit an import licence as of **01/01/2021**.

|  |  |
| --- | --- |
| Signature: |  |
| Name: | BLOCK CAPITALS |
| Position: | Position Title |
| Date: | DD Month YYYY |

**Appeals Process:** An application could be refused under NISR for a variety of reasons, for example, due to over excessive quantities, legal entity of the company importing, etc. Any refusal would be fully explained and the reason(s) given in an open and transparent manner.

Right of appeal in the first instance would be in writing to the Deputy Chief Nuclear Inspector at ONR.

**Warning**: ONR does not accept any responsibility for loss or expense which might arise from refusal of an application or from any delay, however caused, in a licence being granted or received. Goods for which an individual import licence is required but which are imported without a licence are liable to forfeiture. There are penalties for making false statements or giving false information.