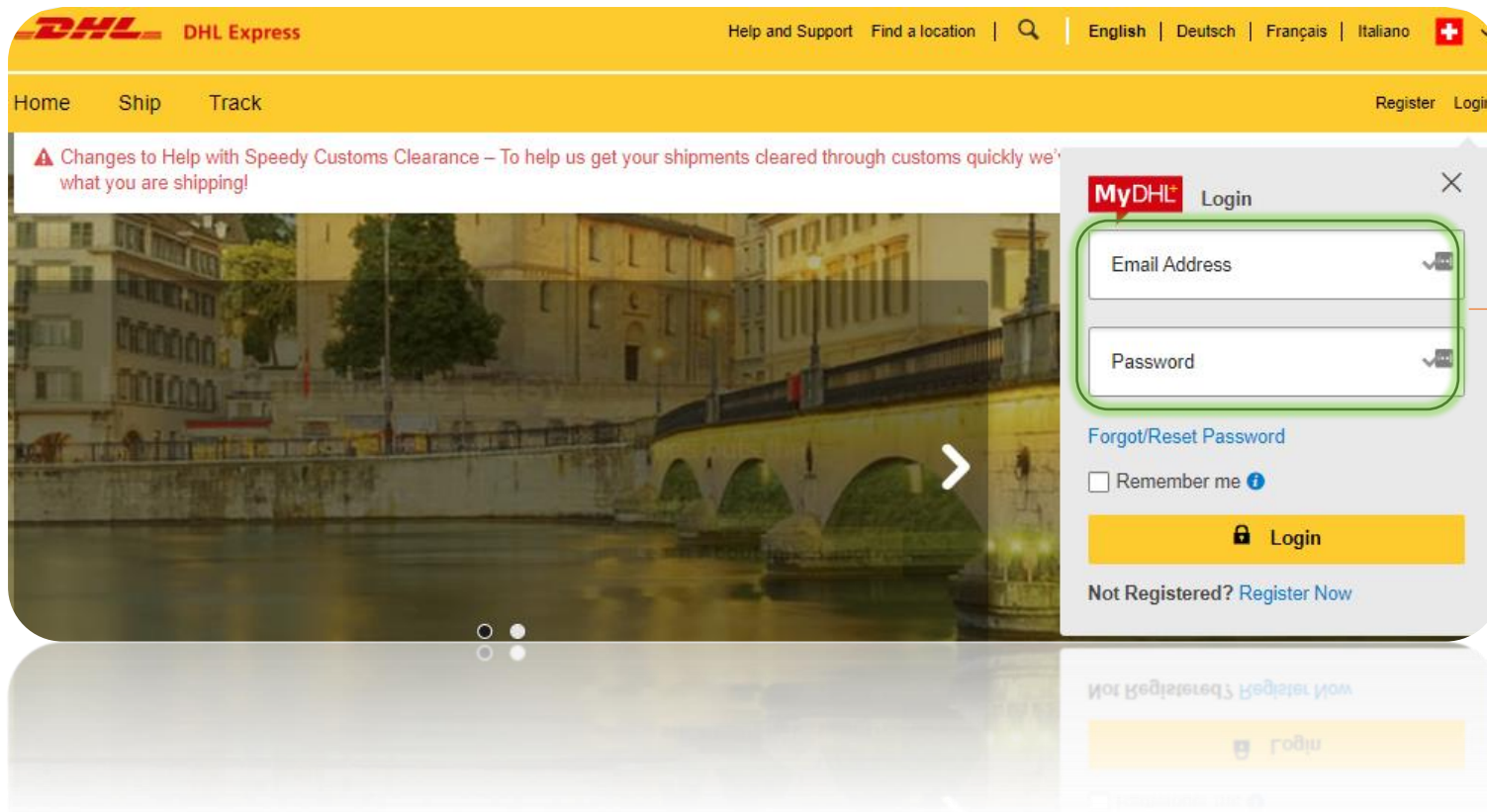


Transmission of CIN data via MyDHL+



Please log in with your access data for MyDHL+

DHL Express | Help and Support | Find a location | English | Deutsch | Français | Italiano

Home | **Ship** | Track | Manage Shipments **53** | View Pay Bill | My Shipment Settings | My Profile

Create Shipment

GET STARTED NOW

- Create a Shipment** (1)
- Create Shipment from Past
- Create Shipment from Favorite
- Get a Rate and Time Quote
- Schedule a Pickup
- Upload a Shipment File
- Order Supplies

EXPLORE

- Delivery Services
- Optional Services
- Customs Services
- Surcharges
- Solutions

MYDHL+ LEARN

What's New with MyDHL+

Save for Later

Switch Group

Name (2)

Company

DHL Merton Schweiz AG ✓

Country/Territory

Switzerland ✓

Address

Pumpwerkstrasse, 51 ✓

Address 2

Address 3

Postal Code

8105 ✓

City

Regensdorf ✓

State

Zuerich ✓

Residential Address

Email Address

ecom_dhl@dhl.com ✓

Phone Type

Office

Code

+41 ✓

Phone

84 884 40 00 ✓

Extension

Add Another

VAT/Tax ID

Enter IOSS in Customs Declaration section

EORI Number

123455 ✓

Save as New Contact | Update Contact

Clear Address

Company (3)

Company Name

Country/Territory

Germany ✓

Address

Street Name

Address 2

Address 3

Postal Code

10082 ✓

City

BERLIN ✓

Province

Berlin ✓

Residential Address

Email Address

DHL will send shipment notifications to this email address

Phone Type

Mobile

Code

+49 ✓

Phone

7777 7777 ✓

SMS Enabled

Add Another

VAT/Tax ID

Enter IOSS in Customs Declaration section

EORI Number

Enter IOSS in Customs Declaration section

Notes about this contact

✓ Address saved as Test DE

Please click on Ship and start your shipping order.

Please fill out all mandatory fields:

1. Create shipment
2. Enter From / Shipper address
3. Enter To / Recipient address

Shipment Details

Documents

Documents include legal, financial or business paperwork. Items with monetary value are NOT considered a document shipment.

Packages



Packages are goods, merchandise or commodities for personal or commercial purposes.

What is the purpose of your shipment? ⓘ *

Select One ▼

Prohibited Items

Some items that are prohibited when shipping to Germany. [View Prohibited Items](#)

Need to add other details or create and save invoice templates?

[Use our enhanced Customs Invoice](#)

Shipment Details:

- Select Packages
- Please select the purpose of your shipment

Tell Us What You're Shipping

Select how you would like to provide your item details

Describe Items ✓

Upload a File

I will provide a customs invoice with items detailed

Describe each unique item in your shipment separately

Avoid shipment delays! Accuracy matters to customs authorities. Add each unique item to your shipment.

I want DHL to estimate duties and taxes based on items in my shipment ?

Actions ▾

1 Unique Item Description

What is the item?

[Quick Guide for Describing Items](#)

OR

t-shirt 1

Quantity 3

1

Units (How the item is packaged)

Pieces 4

Value (Per Item)

1 5

Weight (Per Item) 6

1

kg

Where was the item made? 7

Switzerland

Commodity Code 8

1111.1111

9

! Commodity code not found. Double check your code or use [Commodity Code Search](#)

Add line item reference

Reference Type

Serial Number ✓

Reference Number

Internal Number 153 ✓

Total Units 1 Total Weight: 1 KG Total Value: 1.00 CHF

Describe Items

Please complete all mandatory fields

1. Line item description
2. Information pop-up with Tips for creating an item description
3. Quantity
4. Units
5. Value → please per item
6. Weight → please per item
7. Country of Origin
8. Commodity-Code / HS - Code
9. If the customs tariff number is not correct, you will see this warning message and you can look up this number using our DHL online application



Tips for Creating an Item Description 2

Include as many of the following as you can or use Create Description

- Brand or Manufacturer
- Which type, style or model is it?
Example: M957U, iPhone 10X
- What is it made of?
Example: Plastic, aluminum
- How will it be used?
Example: Athletic activity, children's play

Tell Us What You're Shipping

Select how you would like to provide your item details

Describe Items

Upload a File

I will provide a customs invoice with items detailed

Upload a File with Item Details

Select File Format

CSV

Field Delimiter

,

Text Delimiter

Select Character Set

UTF-8

Select File Format

CSV

Select One

CSV

TXT

XML

Upload File

File Type Allowed: CSV, TXT, XML

Maximum file size: 6.35 MB

First time uploading a file?

Uploading item details using a file is the fastest way to provide information for many unique goods in your shipment.

[TXT Sample File](#)

[CSV Sample File](#)

[XML Sample File](#)

[Upload Tips and File Guidelines](#)

Shipment Details → Packages → Upload a File:

If you want to upload a file with content descriptions, you can proceed as follows:

1. Click Upload a File
2. Select file format
3. These formats are possible (CSV, TXT or XML)
4. You can also download a template
5. Select field separator (pipe, semicolon, comma, etc.)
6. Select character set Please always select UTF8
7. Click on Browse for File and upload your file

Create Shipment — Pay — Print

Cancel

Assign this Shipment

Save for Later

From



Meriton Kuzhnini
DHL Merton Schweiz AG
Pumpwerkstrasse, 51
Regensdorf Zuerich 8105
Switzerland

To



Contact Name
Company Name
Street Name
BERLIN Berlin 10082
Germany

Edit



Packages t-shirt
Total Goods Value 1.00 CHF

No Shipment Protection

Edit

Customs Invoice Details

You can provide additional information to appear on your DHL customs invoice or you can use your own customs invoice. You can also provide any additional customs related documents for this shipment.

Create Invoice

1

Use My Own Invoice

2

Invoice Details

Declaration Statements

- EUR1 (Declaration Statement)
- CITES (Declaration Statement)
- Certificate of Origin

Customs Invoice Details:

Now you can choose whether:

1. Customs invoice is to be created with MyDHL+ or
2. Own customs invoices are used