



SURS Litostrojska cesta 54, 1000 Ljubljana

«VAT number»

«Company name»

«Address»

«Postal code» «Name of the post»

## NOTIFICATION OF OBLIGATION TO REPORT DATA FOR INTRASTAT IN \_\_\_\_\_

According to Intrastat methodology, you are obliged to **report the following data for Intrastat** from \_\_\_\_\_:

**Flow of goods** (arrivals, dispatches, arrivals and dispatches), **your trade exceeds the threshold** (exemption, statistical value).

You are obliged to report data monthly, between the 1<sup>st</sup> and the 15<sup>th</sup> in the month for the preceding month. Intrastat data for month(s) \_\_\_\_\_, have to be sent to the Nova Gorica Financial Office (Intrastat Department) by \_\_\_\_\_ at the latest.

**The obligation to report data for Intrastat is valid until you receive a new notification.**

### Explanation

According to the European legislation on Community statistics relating to the trading of goods between Member States (Regulation (EC) No 638/2004 and 222/2009 of the European Parliament and of the Council and Commission Regulation (EC) No 1982/2004, 91/2010, 96/2010, 1093/2013, 659/2014 and 759/2015) you are obliged to report data for Intrastat in the Republic of Slovenia. According to Article 13 of the Commission Regulation (EC) No 1982/2004, an enterprise is obliged to report data for Intrastat when the cumulative value of trade with other Member States since the beginning of the year of application exceeds the applicable threshold, that in the Republic of Slovenia amounts to 140.000 € for arrivals and 220.000 € for dispatches of goods. Company reports only from the month in which thresholds are exceeded and for that flow of goods (dispatches and/or arrivals) for which the threshold was exceeded.

Enterprise, whose cumulative value of trade with other Member States since the beginning of the year of application exceeds also the statistical value threshold, that in the Republic of Slovenia amounts to 4.000.000 € for arrivals and 9.000.000 € for dispatches of goods, is obliged to report additional information: statistical value, delivery terms by INCOTERMS and the presumed mode of transport at the frontier.

Data on statistics relating to the trading of goods between Member States are collected monthly. You are obliged to report data between the 1<sup>st</sup> and the 15<sup>th</sup> of the month (if the 15<sup>th</sup> is not a working day, then the last working day before the 15<sup>th</sup> of the month) for the preceding month. The reference period is the month in which the goods arrived or were dispatched.

#### **Purpose of the statistical survey**

Intrastat is statistics on the trading of goods between Member States of the European Union (EU). These data enable monitoring of trends in Slovenia's trade in goods with foreign countries from the perspective of traded values and quantities, temporal dynamics, structure and regional orientation of trade in goods.

#### **Obligation to report the data**

For this statistical survey reporting of the requested data to the Statistical Office of the Republic of Slovenia is **obligatory** based on the National Statistics Act (OJ RS, No. 45/1995 and No. 9/2001) and the Annual Programme of Statistical Surveys. Failure to comply with this obligation constitutes a violation of the provisions contained in these regulations.

## Data confidentiality

In accordance with European legislation, information provided in the Intrastat is treated as confidential via a special principle, i.e. 'Passive confidentiality' (Regulation (EC) No. 222/2009 of the European Parliament and of the Council of 11 March 2009 amending Regulation (EC) No. 638/2004 on Community statistics relating to the trading of goods between Member States, Article 111). Within the principle of "passive confidentiality" in the process of dissemination, appropriate measures can be taken to protect data at the request of respondents who believe that their personal interests might be harmed by data dissemination at the level of the 8-digit code of the Combined Nomenclature (CN). Accordingly, the value of the goods, the net weight and/or the quantity in supplementary unit may be confidential. Data can be classified as confidential for one flow of goods or for both flows of goods (dispatches, arrivals) for all partner countries or for each partner country. A written request to SURS should be addressed with arguments for confidentiality.

### 1. Where to get the necessary information on Intrastat reporting?

- a) Guidelines on Intrastat reporting and other (substantive and technical) information on Intrastat are available on <https://www.stat.si/StatWeb/en/DataCollection/Intrastat>;
- b) For additional information we are available at the e-mail address: [intrastat.fu@gov.si](mailto:intrastat.fu@gov.si);
- d) You can send your questions in written to the following address.

Nova Gorica Financial Office Sector for Customs Intrastat Department Ulica Gradnikove brigade 2, p.p. 45 SI-5102 Nova Gorica
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### 2. In what ways is it possible for companies to report data on statistics relating to the trading of goods between Member States?

- a) Web form – suitable for regular monthly reporting of smaller number of transactions, free of charge, accessible by Internet, built in codebooks and controls assure correct entering of data;
- b) Exchange of electronic messages – suitable for large and medium-sized companies with large number of monthly transactions.

Enterprise (responsible for providing information for Intrastat) can report on its own or transfer the reporting for Intrastat to a third party, in which case the enterprise is still responsible for the timeliness and correctness of reported information.

Regarding the decision about choosing the way of reporting data and starting to report, please contact the Nova Gorica Financial Office, Intrastat Department or contact:  
**name, phone number: + 386 5 297 xx xx, e-mail address**

### 3. Enclosed questionnaire

The Statistical Office of Slovenia and the Nova Gorica Financial Office in order to maintain the Intrastat register, analyse Intrastat reporting and have good cooperation with the trade operators need some general information on enterprises that are obliged to report for Intrastat.

For this purpose, please find enclosed **the questionnaire which should be returned duly completed by [redacted], at the latest**. The completed questionnaire can be returned in paper form to the above-mentioned address of the Financial Office of Nova Gorica. In electronic form (as a Word template) you can download the questionnaire on the website <https://www.stat.si/StatWeb/en/DataCollection/Intrastat> and send it by e-mail to the e-mail address [intrastat.fu@gov.si](mailto:intrastat.fu@gov.si).

If you consider that you are not obliged to report data on intra-Community trade in goods, please contact SURS by e-mail: [intrastat.surs@gov.si](mailto:intrastat.surs@gov.si).

Thank you for contributing to the quality of official statistics with your data. The results of this survey and other statistical data and indicators can be found on the website **[www.stat.si](http://www.stat.si)**.

Number:

Date: