



Department for
Business & Trade

UK Duty Suspensions – Application and Extension Guidance

Information pack

November 2025

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Glossary

Commodity Code – internationally recognised reference numbers. A code describes a specific product when importing or exporting goods. You will use this code on any import declaration and can find them in the Trade Tariff tool. Commodity codes are usually 10 digits in length. If a code is not defined to the 10th digit, the final digits (to make up 10) are 0s.

Crown Dependency – the Crown Dependencies are the Bailiwick of Jersey, the Bailiwick of Guernsey and the Isle of Man. The Crown Dependencies are not part of the UK but are self-governing dependencies of the Crown.

Customs Duty – the duties paid on goods imported to a country, often referred to as a tariff.

Free Trade Agreement (FTA) is a preferential arrangement between 2 or more countries that reduces restrictions on imports and exports, which can make trading easier and cheaper when they are used.

General Agreement on Tariffs and Trade (GATT) is the agreement between member states of the World Trade Organization (WTO) which governs trade in goods, with the aim of minimising trade friction and barriers between countries.

Goods Chapter – the first two digits of the commodity code identify the chapter in which the goods can be found in the Harmonised System as set out by the World Customs Organization (WCO).

Goods Classification – for trading purposes all goods must be classified by a commodity code.

Harmonized System is the nomenclature set out by the WCO to classify goods.

Intermediate goods – goods sold on to a manufacturer for additional processing prior to final sale.

Most favoured nation (MFN) – under the WTO agreements, member states cannot normally discriminate between their trading partners. For goods, this principle is found at Article I of the GATT. For tariffs, the effect is that the same tariffs must be applied to all trading partners, unless an exception applies (for example, that an FTA or other preferential arrangement, such as the [Developing Countries Trading Scheme \(DCTS\)](#), is in place).

Suspensions are complete or partial reductions in the standard tariff rate. They allow unlimited quantities to be imported for a specific period of time at a reduced or zero tariff rate, after which the rate applicable reverts to the standard tariff rate.

Tariff Rate Quotas (TRQ) or Autonomous Tariff Quotas (ATQ) are trade mechanisms that allow a limited amount of a specific product to be imported into a country, at a lower applied tariff. TRQs or ATQs are most commonly used for agricultural imports.

Tariff(s) are taxes applied to imports when they enter the country (also known as 'import duty' or 'customs duty'). Importers are responsible for paying any tariff that is due.

Taxation (Cross-border Trade) Act 2018 (TCTA) – the TCTA allows the government to impose and regulate customs duties that are imported into, and exported from, the UK since it has left the EU. Section 8(5) of the TCTA sets out 5 key principles which HM Government

must have regard to in considering the import duty that ought to apply to goods at the standard tariff rate.

Trade Tariff lookup tool is a tool made available to the public to help classify goods and calculate tariff rates. This tool is owned and managed by HMRC, who handle all questions on goods classification. It can be accessed via this [link](#).

Trader – an individual or company who buys and sells goods.

UK Global Tariff (UKGT) – the UK Global Tariff (UKGT), the UK's MFN tariff regime, applies to all goods imported into the UK, unless an exception applies. Exceptions can include preferential trading arrangements, such as a trade agreement between the UK and a partner country, or if the goods come from developing countries covered by the Developing Countries Trading Scheme (DCTS). Further exceptions can also reduce tariffs, such as duty reliefs and suspensions.

World Customs Organization (WCO) – an intergovernmental organisation (which the UK is a member of) that regulates customs administrations across its members.

World Trade Organization (WTO) – an intergovernmental organisation (which the UK is a member of) that sets out the rules of trade between its members.

Introduction

Duty suspensions (“suspensions”) are temporary, complete or partial reductions in the UK Global Tariff (UKGT) rate for certain imports. In most cases, suspensions reduce the rate to 0%.

Suspensions are a lever to drive economic growth. They do this, primarily, by supporting domestic manufacturing through reducing import costs for businesses. In turn, this can help to increase the overall competitiveness of those businesses.

Since 2021, the UK has invited stakeholders to apply for temporary tariff suspensions on three occasions, resulting in over 300 measures being introduced. The government has now launched the 2025-26 application window for new suspensions and welcomes applications across all sectors.

Approximately 290 suspensions expire in 2026. A full list is available on [GOV.UK](#). The government has committed to review these suspensions ahead of expiry. These measures were originally in place until 31 June 2026 but will be extended to 31 December 2026, so that a public review can run in parallel with the 2025-26 application window for new suspensions. As part of the review process, the government is inviting stakeholders to submit views on whether these suspensions should be extended until 31 December 2028.

Responses to both processes are open from **26 November 2025**.

The deadline for responses is **11:59pm on 4 February 2026**.

The relevant application forms for both processes are contained on [this GOV.UK site](#).

Information on tariffs and suspensions

What is a tariff?

Tariffs are taxes applied to imports when they are imported into the country (more formally known as ‘import duty’ or ‘customs duty’). Importers are responsible for paying any tariff that is due.

The UK Global Tariff

On 19 May 2020, the government announced the UKGT as the UK’s MFN tariff regime to replace the EU’s Common External Tariff. The UKGT came into force at the end of the transition period on 1 January 2021.

The UKGT applies to all goods imported into the UK unless exceptions apply, such as:

- The country you are importing from has a [trade agreement with the UK](#).
- An MFN measure applies, such as a relief or [tariff suspension](#).
- The goods come from developing countries covered by [preferential arrangements](#).
- [Additional duties](#) apply, such as those which have been introduced for selected goods originating from Russia and Belarus.

Existing suspensions

Find all current duty suspensions using either the [Trade Tariff lookup tool](#) or by consulting the [Tariff Suspension Reference Document](#).

Suspensions implemented when the UK was a member of the EU

Duty suspensions for products which previously existed in the UK under the EU suspensions regime have been carried over into the UK's independent regime. They have been retained, provided they came into force before, or as part of, the EU's July 2020 update to ensure continuity for UK businesses.

All current duty suspensions rolled over from the EU regime, including duty suspensions covering products in scope of EU ATQs, are in place until 31 December 2028.

Coronavirus (COVID-19) critical products

The government implemented tariff suspensions on a number of medical items critical in the response to COVID-19 on 1 January 2021. Three suspensions were sunsetted for goods where there have been no imports under the suspensions (5603 91 10, 2905 44 11 00 and 2905 44 99 00). This was based on HMRC raw customs data for the period January 2021 to August 2022.

With a view to easing pressures on the NHS, these suspensions were extended in 2023 and are due to expire on 31 December 2028.

Sunflower-seed oil

The government implemented a tariff suspension on sunflower-seed oil in response to supply chain disruption on 1 January 2023. This measure was in place until 30 June 2026 but will be extended to 31 December 2026, so that it can form part of the 2025-26 public review of expiring suspensions. The government is inviting stakeholders to submit views on whether to extend the suspension to 31 December 2028.

Suspensions implemented as a result of application windows

Since EU Exit, the UK has invited stakeholders to apply for temporary tariff suspensions on three occasions, in 2021, 2023 and 2024. As a result, over 300 suspensions have been implemented at the request of applicants.

Suspensions granted from the 2021 and 2023 application processes will be in force until 31 December 2026 (once the planned extensions take effect). The government has committed to review the measures ahead of expiry. As part of this review process, the government is inviting stakeholders to submit views on the extension of these suspensions until 31 December 2028.

Suspensions granted from the 2024 application process are in force until 30 June 2027. The government will review these suspensions ahead of expiry. More information on the process for considering extensions on these suspensions will be announced on [GOV.UK](#) in due course.

The application process for new tariff suspensions

Applications for new suspensions submitted as part of this process need to meet both of the following criteria:

- The product you are seeking a suspension on should not be traded between persons who are related parties (defined in [Regulation 8\(4\) of the Customs Tariff \(Suspension of Import Duty Rates\) \(EU Exit\) Regulations 2020](#)) in circumstances which would not enable other UK businesses to benefit from the suspension.
- The same product (falling under the same commodity code) or similar products, should not be produced, or not be produced in sufficient quantities, in the UK or Crown Dependencies.¹

We strongly recommend you ensure your application meets these criteria. If these criteria are not met, your application may not be considered.

Tariff suspensions are designed to help UK and Crown Dependency businesses remain competitive in the global marketplace. They do this by suspending, either in whole or in part, UKGT import duties on certain goods, normally those used as inputs into domestic production processes. If you are not based in the UK or a Crown Dependency, or are applying for a good that is not used as an input into a production process, there is space provided in the application form (Q44.) where you may provide further information to support your application.

If the UKGT rate on the product you import or plan to import is already 0%, there is no duty to suspend. If a partial suspension is already in place, applications may request the rate is further lowered or removed. To find out what the import duty rate of a particular good currently is, you can look up the commodity code for that product on the [Trade Tariff lookup tool](#).

When assessing applications, the government will also take into account relevant considerations. These include:

- International arrangements to which the UK is a party (for example FTAs).
- Factors such as:
 - a) the interests of consumers in the United Kingdom;
 - b) the interests of producers in the United Kingdom of the goods concerned;
 - c) the desirability of maintaining and promoting the external trade of the United Kingdom;
 - d) the desirability of maintaining and promoting productivity in the United Kingdom; and
 - e) the extent to which the goods concerned are subject to competition.
- How other government policies may be affected by the proposed duty suspension (such as trade remedies).
- Any circumvention risks due to tariff reclassification.

You can find information and ongoing updates on UK duty suspensions and the application process, including details of all business suspensions currently in place, on [GOV.UK](#).

¹ Products other than raw products are taken to be produced in the UK or a Crown Dependency if they are partly or wholly manufactured in the UK or a Crown Dependency. Simple assembly operations, repacking products, or preparing products for shipment or transportation would not normally be considered production processes.

Commodity code classification

During this application process, you will be asked to provide a commodity code covering the good on which you wish to apply for a suspension. If you are unsure how to classify your goods, please check the [Trade Tariff lookup tool](#).

How does commodity code classification work?

Commodity codes are usually 10 digits in length. The first 6 digits are determined by the Harmonized System (HS), set out by the World Customs Organization (WCO). All members of the WCO must use the HS, but then have the option to further define commodity codes at the 7-10-digit level. If a code is not defined to the 10th digit, the final digits (to make up 10) are 0s.

The main commodity code classifications for goods are:

- Chapters (2-digit level of the HS, “HS2”).
- Headings (4-digit level of the HS, “HS4”).
- Subheadings (6-digit level of the HS, “HS6”).
- Combined Nomenclature: the following 2-4 digits after HS6, which describe goods at the most specific level. These levels of description are referred to as CN8 (specified to the 8th digit) and CN10 (specified to the 10th digit).

At which level of commodity code classification do suspensions usually apply?

Commodity codes, even at the most granular level (CN10), often cover more than one specific good. Suspensions can therefore either apply at the level of the commodity code (usually at CN8 and CN10 level), or at the level of the specific good itself (i.e. at a more granular level than CN10, referred to as sub-CN10).

Through this application process, you can apply for a suspension on any level of commodity code, or for a suspension on a product that sits within a CN10 code. You need to ensure that the evidence you provide to support your application correctly matches the level of commodity code or product that you are applying for.

How will the government ensure it has appropriately classified the product that you have applied for?

The government will, ahead of the public objections window opening, contact all applicants. We will check that you agree with the classification the government intends to publish in the objections window is correct, based on our assessment of your application form.

In some cases, the government may suggest a different classification to the one you have provided on your application form. In such instances, an explanation detailing why the government is suggesting a different classification, and how the implementation of a suspension at that different classification would differ from your original application, will be set out in the same email checking classification. You will have the opportunity to object or raise concerns before the objection window opens.

Can commodity codes change over time?

The HS digits are reviewed every five or six years by the WCO. Members can then decide how often they wish to review the 7–10 digits. Therefore, commodity codes can be subject to

change throughout the year. This could mean that the commodity code that the requested suspension will apply to may have changed from the one you submitted as part of your application. If this is the case, the correct commodity code will be communicated to you as part of the outcome of your application.

Objections

Four weeks after the close of the application window – or, where that is not reasonably practicable, as soon as practicable after that four-week period – the government will publish a list of all applications at the level of classification we have agreed with you. This will then initiate a four-week objections window, in which we will invite the wider public to submit any objections they might have on the proposed suspensions.

If we have been unable to confirm with you the appropriate level of classification relating to your application, the objections window will act as a further opportunity for you to highlight any concerns that you may have. Where this is the case, the government will discuss with you directly.

In some cases, the government may also wish to discuss potential classification changes after the objections window has closed.

Application guidance for new suspensions

The online application form for this year's process is available on [GOV.UK](https://www.gov.uk).

If you have any issues or concerns when completing your application, please contact the Tariff Suspensions Team at tariffsuspensions@businessandtrade.gov.uk.

Before starting your application, please note:

- We recommend that you complete this application on a computer, rather than a mobile device.
- Your application will automatically save your progress, meaning you will be able to come back to it at a later date.
- You can only complete one application form at a time. You may apply for up to five products per application. To begin an additional application form, please submit the one you are currently working on. At Annex B, we have provided an example template of the form, which may be useful to plan for multiple forms.
- There is a progress bar, which features at the top of the application form. This indicates how far through the form you are.
- You may move between pages by using the "backward" and "forward" buttons at the bottom of the page. Please note that certain questions are mandatory to answer to progress.
- How you answer certain questions may affect the numerical ordering of subsequent questions. Please do not be concerned if certain question numbers appear to have been skipped.

- You are able to expand text-input answer fields by dragging with your mouse. You may prefer to do this if you are inserting high volumes of information.

Detailed guidance on questions in the application form

Privacy and confidentiality

Q1. You need to receive the consent of any third parties whose information you are submitting as part of your application. If you have not received this consent, we may not be able to complete our assessment. By clicking “yes” to this question you understand that the Department for Business and Trade may check with the third party that consent has been granted, as requested. Choose “N/A” if your application does not contain any third-party information.

Q2. If the government receives a request for information under the Freedom of Information Act 2000, it is required to disclose the information it holds unless certain exemptions apply. Please use the space under this question to let us know if you want the information you provide to be treated confidentially. Please be aware that, in accordance with the Freedom of Information Act 2000, public authorities are required to comply with a statutory code of practice which deals, amongst other things, with obligations of confidence. If we receive a request for disclosure of information that has been provided, we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances.

Q3. If you consent, the name of your business, or the business you are applying on behalf of, will be included in the published summary of applications, which will appear on GOV.UK. If you do not consent, it will be anonymised, but the product you have applied for, and its associated commodity code, will still be published.

Applicant information

Q4. to Q13. ask you to fill in your personal and company information.

Q10. asks whether any of the applicants are importers of the product being applied for. While anyone can apply for a tariff suspension through this process, we would usually expect applications to be made by, or on behalf of, organisations that import the product being applied for.

Product description

Please answer **Q14. to Q42.** for one product only. At **Q43.** you will be asked if you wish to apply for further suspensions. If you wish to apply for a further suspension, the form will then allow you to submit the information in response to **Q14. to Q42.** for the relevant product.

You may repeat this process to apply for up to five products per application. If you wish to apply for more than five products, please submit your application form and begin a new application form for the further products.

Q14. The accuracy and level of detail of the product description is important. It ensures the government will be able to accurately assess and, if successful, implement the suspension correctly, in line with the product you have applied for. If there is insufficient detail or the

description is inaccurate, it may mean your application is less likely to be successful, or that there could be a delay in assessing it.

Q15. This question will help us to analyse results we receive as part of the process, including identifying particular sectors of interest to applicants.

Q16. Supporting literature should provide as much detail as you have available. It should detail the product name, what the product is, including its composition and properties if relevant, and its intended and potential uses. While a different level of detail will be appropriate for different products, it is important to provide as much supporting evidence as you can. Insufficient information on whether your product meets the core criteria could be detrimental to the success of your application.

Q17. For information on commodity codes, please refer to the guidance relating to commodity code classification on pages 8-9 of this document. We would usually expect this to be defined at 10-digit level. It may be the case that your product is covered by the commodity code covering "Other". If you are unsure of the right code, you can use the [Trade Tariff lookup tool](#) or email us at tariffssuspensions@businessandtrade.gov.uk.

Q18. Please see below an image of where the product description appears at CN10 level on the Online Tariff Lookup Tool:

Vegetable products	Section II
↳ Edible fruit and nuts; peel of citrus fruit or melons	Chapter 08
↳ Fruit and nuts provisionally preserved, but unsuitable in that state for immediate consumption	0812
↳ Other	0812 90
↳ Apricots; oranges	0812 9025
↳ Apricots	0812 9025 90

Q19. Please state whether there is an existing tariff suspension on the product. You can find out more about whether a suspension is in place on the product by using the [Trade Tariff lookup tool](#). If a suspension is applicable, it will feature under the heading "Suspensions", as shown in the below image. If a suspension is applied at sub-CN10 level, the products to which that suspension applies will be specified under conditions and footnotes.

Suspensions

Country	Measure type	Duty rate	Conditions	Footnotes
All countries (1011)	Autonomous tariff suspension	0.00%		

Import VAT and excise

- Goods are subject to an import VAT rate of **0.00%**
- [Excise duties](#) are not chargeable on this commodity.

Q20. Please use this space to state how you, or any organisation(s) you are applying on behalf of, intend to use the product (such as whether the product is intended for resale, or whether the intention is to use it in a production process). If your product is not used in a

production process, you may also use the space at **Q44.**, under 'Other remarks', to provide further information to support your application.

Q21. Please state whether the product you are applying for is a chemical with a CAS registry number.

Q22. to Q25. will appear if you have answered you are applying for a chemical product in **Q21.** These questions will ask you to input the relevant information pertaining to the chemical product. Answering these questions accurately will help the government correctly classify the good on which you are applying for a suspension.

Proposed implementation of suspension

Q26. Referring to the guidance regarding commodity codes on pages 8-9 of this document, please specify the level of commodity code you wish to apply for. This could, for example, be where you indicate you wish the suspension to apply at:

- CN8 level.
- CN10 level.
- Sub-CN10 level.

You will need to ensure that the evidence you provide to support your application correctly matches the level of commodity code or product that you are applying for.

Q27. Please express any concerns you may have at this stage with a suspension being applied on a broader commodity code than the one you have applied for. For example, if you have specified in response to **Q26.** that you are applying for the suspension at sub-CN10 level, this is where any objections to broader implementation (e.g. CN10 level) should be made in advance of the government assessing whether a broader level of commodity code might be appropriate. There will also be further opportunities to object to such cases. For further information on commodity codes and how they apply to suspensions, please see the explanation above on pages 8-9 of this document.

Q28. You should choose "No" if you are requesting the tariff to be reduced but not removed altogether – i.e. to lower the import duty but for it to remain above 0%.

Q29. This question will appear if you answer "No" to **Q28.** It asks you to provide the rationale for the reduction, which will help the government to effectively assess your application.

Product importation and consumption

Q30.

- Please insert the total value of this product that you expect to import within the calendar year 2026. This should be expressed in GBP and should be reported in the same format as required on customs declarations.
- Please insert the quantity of this product that you expect to import within the calendar year 2026. You are required to express this in weight (the measurement unit defined in the UKGT, or the unit used when submitting a customs declaration, ordinarily declared in KG). There is also an option to express any relevant supplementary units (for example litres).

Q31. Please insert the annual import value of the product for the calendar years 2023, 2024 and 2025, as well as the average across these years. Please calculate this average value by adding up the values of each year for which you have imported the product and dividing it by the number of years you have imported it for. E.g. [value in 2023] + [value in 2024] + [value in 2025] = Sum. Sum / 3 = average.

Q32. There are two options to express units of quantity in this section. The first is the unit of weight, which should be that as defined in the UKGT, or the unit used when submitting a customs declaration. Weight is ordinarily declared in KG. The second provides space for any supplementary unit. For example, if you are importing juice, you may wish to express a measurement in litres, in addition to KG. Please insert the quantities you have imported for the years 2023, 2024 and 2025, as well as the average quantity of importation across these years. Please calculate this average by adding up the quantities of each year for which you have imported the product and dividing it by the number of years you have imported it for. E.g. [value in 2023] + [value in 2024] + [value in 2025] = Sum. Sum / 3 = average.

Q33. Please indicate the country or countries from which you are importing. If you are importing from more than one country, please provide a breakdown (%) of the amount you import per country. For example, we could expect a return to take the following form:

Country	Payable tariff rate	Amount of product imported (%)
Country A	4%	60%
Country B	4%	20%
Country C	4%	20%

Q34. Please indicate if you plan to import from any other countries within the next two calendar years.

Q35. If you click “yes” to **Q34.**, we will ask you to specify which countries you plan to import from. If you have a contract with an organisation for future imports, it may assist your application to evidence it here. This will be particularly helpful if you have limited or no past imports of the product.

Q36. Please indicate the total duty savings you would have realised if a suspension were in place on this product in the calendar year 2025. Please ensure your figures are correct for the calendar year 2025. If you provide figures for a different year, please explain why in the “other remarks” section at **Q44.**

In the application process that ran in 2021, applicants were asked to demonstrate a duty savings threshold of at least £10,000. Like last year, the government is not setting out a minimum duty savings threshold as part of the 2025-26 application process. Savings are generally expected to be significant enough to warrant a government measure.

Q37. Please demonstrate how you have calculated the total duty savings you have described in **Q36.** We typically expect you to set out the following:

- the total amount you imported of this product in the calendar year 2025;
- the applicable duty rate on the product; and
- the duty rate applied to the total imports, in order to give the total amount of duty paid.

Domestic production of the product

Q38. to Q40. ask you to demonstrate how your application meets the criterion that the product or similar products should not be produced in the UK or Crown Dependencies, only produced in limited quantities, or production should be temporarily insufficient.

Q39. asks you to provide a summary of the efforts you have made to ascertain that there are no UK or Crown Dependency producers that are willing or able to supply the product or similar products, or that domestic production is temporarily insufficient.

As this pertains to one of the criteria listed on pages 6-7, providing detailed evidence that explains the specific type of research undertaken is crucial. This evidence could include, for example, a report detailing correspondence by phone or email to potential producers or market leaders with knowledge of the good being applied for, trade data implying there is no domestic production, reports from official sources (e.g. official data/statistical authorities producing trustworthy evidence) as well as rigorous internet-based research or independently driven analysis. A simple search through an online search engine with no attempt to follow up (e.g. a screenshot of the first page of a search engine result) is unlikely to be sufficient.

Providing the dates, details and results of these approaches will assist the government in ascertaining that your application meets the criteria, making it more likely to be successful.

Q40. allows you to provide hard evidence to demonstrate these efforts. We strongly recommend that you submit supporting evidence, such as email exchanges and the results of any research undertaken, as this is likely to strengthen your application.

Anti-dumping, countervailing and safeguard measures

Q41. This question asks you whether you are aware of any anti-dumping, countervailing or safeguard measures on the product on which you are applying for a suspension.

Anti-dumping measures

Anti-dumping measures comprise an increased duty on imported goods. They protect against damage to UK industry caused by the dumping of goods in the UK market at prices much lower than the normal value.

Each anti-dumping measure covers specified goods originating in, or exported from, named countries or exporters.

It is charged in addition to other duties that apply to the imported goods, such as the customs duty or rebalancing duties.

Where a safeguard measure is also applied to an imported good, only the highest of either the applicable safeguard or anti-dumping duties apply.

Countervailing measures

Countervailing measures comprise an increased duty on imported goods that have received subsidies in the originating or exporting country, and which are deemed to cause or threaten to cause material injury to UK industry which produces similar goods.

It is treated in the same way as anti-dumping duty for customs purposes. It is possible to have both anti-dumping and countervailing duties on the same product, though these duties may not compensate for the same situation of dumping or export subsidization.

Safeguard measures

Safeguard measures can take the form of an increased duty on the good concerned, or a quantitative restriction on the amount of the good which may be imported, such as a ban or a quota.

Safeguard measures may be imposed temporarily on goods that are being imported in increased quantities and under such conditions as to cause or threaten serious injury to UK industry which produces 'like' or directly competitive goods. Safeguard measures are applied to imported goods from all countries, but there are exemptions available for goods from developing countries.

You can find out whether a product is subject to an anti-dumping, countervailing or safeguard measure by looking it up on the [Trade Tariff lookup tool](#).

Q42. will appear if you answer "yes" to **Q41**. This question asks you to explain the reasons why you are applying for a tariff suspension on a product subject to anti-dumping, countervailing or safeguard measures. This information will help the government to effectively assess your application.

Apply for further suspensions

Q43. You will be asked if you wish to apply for suspensions on any further products. If you wish to apply for a suspension on a further product, the form will then allow you to submit the information in response to **Q14.** to **Q42.** for that product.

You may repeat this process to apply for up to five products per application. If you wish to apply for more than five products, please submit your application form and begin a new application form for the additional products.

Other remarks

Q44. You should use this answer to provide any further information on any aspect of your application. Where you, or any organisation(s) you are applying on behalf of, are not based in the UK or a Crown Dependency, or are applying for a good that is not used as an input into a production process, you can also use this space to provide further information to support your application.

Declaration

Once you have completed **Q44.**, you will then be taken to the final page, which asks you to provide e-signatures for all named applicants. In providing e-signatures, you confirm that you have read the privacy notice, and that the information provided in this application form and supporting attachments is complete and correct.

By providing e-signatures, you are also confirming that your application does not relate to a product that is traded between persons who are related parties, in circumstances that would not enable other businesses to benefit from a duty suspension. This criterion is set out in Regulation 8(4) of the Customs Tariff (Suspension of Import Duty Rates) (EU Exit) Regulations 2020).

Please note that this is the final page and that by clicking "next" your application will be submitted.

Once submitted, you will receive a PDF copy of your completed form. An example of the application form for new suspensions is included below at **Annex B** of this document.

If you have further questions that were not answered by the guidance document, please contact the Tariff Suspensions Team at tariffsuspensions@businessandtrade.gov.uk.

Guidance for submitting views on the extension of suspensions

The opportunity to submit views on whether to extend suspensions due to expire in 2026 is being conducted in a separate, streamlined form. This can be accessed via [GOV.UK](https://gov.uk).

If you have any issues or concerns when submitting your views, please contact the Tariff Suspensions Team at tariffsuspensions@businessandtrade.gov.uk.

Before starting, please note:

- We recommend that you complete this form on a computer, rather than a mobile device.
- The form will automatically save your progress, meaning you will be able to come back to it at a later date.
- You can only complete one form at a time. You may submit views on up to five suspensions per form. To begin an additional form, please submit the one you are currently working on. At Annex A, we have provided an example template of the form, which may be useful to plan for multiple forms
- There is a progress bar, which features at the top of the application form. This indicates how far through the form you are.
- You may move between pages by using the "backward" and "forward" buttons at the bottom of the page. Please note that certain questions are mandatory to answer to progress.
- How you answer certain questions may affect the numerical ordering of subsequent questions. Please do not be concerned if certain question numbers appear to have been skipped.
- You are able to expand text-input answer fields by dragging with your mouse. You may prefer to do this if you are inserting high volumes of information.

Detailed guidance on questions in the extension form

Privacy and confidentiality questions

Q1. You need to receive the consent of any third parties whose information you are submitting. If you have not received this consent, we may not be able to complete our assessment. By clicking “yes” to this question you understand that the Department for Business and Trade may check with the third party that consent has been granted, as requested. Choose “N/A” if your application does not contain any third-party information.

Q2. If the government receives a request for information under the Freedom of Information Act 2000, it is required to disclose the information it holds unless certain exemptions apply. Please use the space under this question to let us know if you want the information you provide to be treated confidentially. Please be aware that, in accordance with the Freedom of Information Act 2000, public authorities are required to comply with a statutory code of practice which deals, amongst other things, with obligations of confidence. If we receive a request for disclosure of information that has been provided, we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances.

Contact details

Q3. to Q6. provide space to provide details of name(s), organisation(s), email address(es) and telephone number(s). If you are submitting this information on behalf of UK or Crown Dependency business/es that produce the product concerned (or a similar one), please also provide their details.

Product details

Please answer **Q7. to Q18** for one suspension only. At **Q19.** you will be asked if you wish to provide views on further suspensions. If you select “yes”, the progress you have made so far will be saved, and you will be re-directed to complete **Q7. to Q18.** for the additional suspension.

You may repeat this process to submit views on up to five suspensions per form. If you wish to provide views on more than five suspensions, please submit your current form once completed and begin a new form for the further suspensions.

Q7. to Q9. provide space to provide details of the application ID, commodity code, and product description on which you would like to submit your views. This information is available via [GOV.UK](https://www.gov.uk).

Q10. Please select “yes” if you are in favour of the suspension being extended until 31 December 2028 or “no” if you are not.

Q11. Please provide your comments on why this suspension should or should not be extended. Please make reference to the assessment criteria as listed on [GOV.UK](https://www.gov.uk) where relevant to this information, as well as any other impacts that a duty suspension might have.

Domestic production of the same or similar product

Q12. If you are aware of any producer in the UK or a Crown Dependency that produces the same product (falling under the same commodity code) or similar product, please select “yes”. Please also select “yes” if you are aware of plans for future production.

Q13. to Q18. will appear if you select “yes”. Please provide details of existing or planned future domestic production of the same or similar product.

Q19. If you select “yes”, the form will save the information you have inputted so far and allow you to submit the information in response to **Q7. to Q18.** for an additional suspension.

You may repeat this process to provide views on up to five suspensions per application. If you wish to provide views on more than five suspensions, please submit your current form once completed and begin a new form for the further suspensions.

Declaration

You will then be taken to the final page, which asks you to provide e-signatures for all named participants. This will confirm that you have read the privacy notice, and that the information provided in this application form and supporting attachments is complete and correct.

By clicking to the next page your form will be submitted. Please ensure you are content with your form before moving to the next page.

Once submitted, you will receive a PDF copy of your completed form. An example of the form to provide views on the extension of suspensions is included at **Annex A** of this document.

If you have further questions that were not answered by the guidance document, please contact the Tariff Suspensions Team at tariffsuspensions@businessandtrade.gov.uk.

Annex A – Example suspension extension form

Duty suspensions, or tariff suspensions, are complete or partial reductions in the UK Global Tariff (UKGT) rate for specified products. Duty suspensions are temporary measures that are in place for defined periods. After this period expires, the applicable tariff rate reverts to the standard UKGT rate, unless a decision is taken to extend the suspension.

Approximately 290 suspensions are due to expire in 2026. The measures were implemented in the 2021 and 2023 application windows of the UK's suspensions programme and also include one suspension on sunflower seed oil which was implemented in response to supply chain disruption in 2023. A full list of the suspensions is available here via [GOV.UK](#).

The government has committed to review these suspensions ahead of expiry. The measures were originally in place until 30 June 2026 but will be extended to 31 December 2026, so that a public review can run in parallel with an application window for new suspensions in 2025-26.

As part of the review process, the government is inviting stakeholders to submit views on whether these suspensions should be extended until 31 December 2028. Views are invited in support of and in opposition to extending measures. The deadline for submitting views is **11:59pm on Wednesday 4 February 2026**.

Before completing this form, we recommend that you read the detailed guidance on the UK's duty suspension application process, which can be found via [GOV.UK](#).

Please note that if you wish to apply for a new suspension, there is a separate form. This is available here via [GOV.UK](#).

Before starting the form to provide views on the extension of suspensions, please note:

- We recommend that you complete this form on a computer, rather than a mobile device.
- The form will automatically save your progress, meaning you will be able to come back to it at a later date.
- You can only complete one form at a time. You may submit views on up to five suspensions per form. To begin an additional form, please submit the one you are currently working on. At Annex A of the guidance pack, we have provided an example template of the form, which may be useful to plan for multiple forms.
- There is a progress bar, which features at the top of the application form. This indicates how far through the form you are.
- You may move between pages by using the "backward" and "forward" buttons at the bottom of the page. Please note that certain questions are mandatory to answer to progress.
- How you answer certain questions may affect the numerical ordering of subsequent questions. Please do not be concerned if certain question numbers appear to have been skipped.
- You are able to expand text-input answer fields by dragging with your mouse. You may prefer to do this if you are inserting high volumes of information.

If you have any technical issues or any questions while completing this form, please don't hesitate to contact us at: tariffsuspensions@businessandtrade.gov.uk.

Please read the privacy notice before answering the privacy and confidentiality questions on the next page.

Privacy notice

This privacy notice explains how the Department for Business and Trade (DBT), as a 'data controller', processes personal data for the duty suspensions application window.

This notice is supplemented by our [main privacy notice](#) which provides further information on how DBT processes personal data, and sets out your rights in respect of that personal data.

Personal data DBT collects

DBT collects information about:

- Individuals, businesses and organisations who are providing feedback on tariff suspensions that are due to expire in 2026

DBT collects the following categories of personal data:

- Name (first name and surname)
- Name of the organisation / business a respondent might be applying on behalf of
- Contact details (email address and contact number – personal and/or business)
- Signature

Why DBT asks for this information and what happens if it is not provided

DBT collects this information in order to help us identify any responses from bots or other fraudulent sources to maintain the integrity of the information received. We may also use your contact details to get in touch with you to discuss the information you have provided in your form, or any attachments you have provided. We may also use your contact details to remove your response if you instruct us to do so.

If this data is not provided, your application will not be accepted.

The legal basis for processing your personal data

The table below sets out the primary legal bases we rely on for processing the personal data we collect about you. DBT will process personal data supplied for this purpose in accordance with the Data Protection Act. The information you provide will be processed on the lawful basis of public task. If you are providing a response on behalf of a third party, you must ensure you get their consent prior to submission.

Legal basis for processing

Personal Data (Article 6(1) UK GDPR)

- (i) Consent
- (ii) Processing is necessary for a task carried out in the public interest or in the exercise of official authority vested in the controller

How DBT processes personal data it receives

Once received your data will be:

- Stored within DBT’s internal database which is managed by the tariff suspensions policy team and will be independently assessed and reviewed against the published assessment criteria.
- Your information will be processed and shared within the department and with selected third parties for purposes connected with DBT performing a task in the public interest, or to fulfil an official function, and the task or function has a clear basis in law, including to:
 - ensure that the UK’s suspensions regime is tailored to the UK economy
 - identify international and UK-based opportunities
 - better understand the domestic and international business landscape with respect to the UK’s international trade
 - ensure that trade opportunities are inclusive
 - enable DBT to follow up on the points raised in the suspension form
- Once your personal data is no longer needed as part of the assessment any identifiers will be removed and a de-identified dataset will remain for audit purposes.

We will only process your personal data for purposes which are compatible with those specified in this privacy notice. This may include archiving in the public interest, or scientific, historical or statistical research, in accordance with Article 89 UK GDPR. Where your data is further used for research purposes, appropriate safeguards (including anonymisation, pseudonymisation and data minimisation techniques) will be used to ensure that your personal data is only processed where it is necessary for us to do so, and that it is processed lawfully and securely.

Compatible research purposes may include analysis to further DBT policy development, or to analyse public consultation responses or similar requests for information from the public.

We are trialling Artificial Intelligence (AI) solutions to support the delivery of our functions. Unless made expressly clear to you, we will not use AI to either make or inform decisions about you. We will apply effective data minimisation techniques to all such uses of your data.

Third Party Processors

We use a third-party provider Qualtrics who are contracted by DBT to provide an online platform for surveys. A link to the Qualtrics Security and Privacy notice [is available here](#). We have a contract with Qualtrics which means that they are required to meet appropriate security standards and which also means that they cannot use your data without instruction from DBT.

Information sharing

We may share personal data you provide:

- With other government departments, public authorities, law enforcement agencies and regulators
- With other third parties where we consider it necessary in order to further our functions as a government department
- In response to information requests, for example, under Freedom of Information (FOI) law or the Environmental Information Regulations (EIR)

- To a court, tribunal or party where the disclosure is necessary in order to exercise, establish or defend a legal claim
- Where we are ordered to do so or where we are otherwise required to do so by law
- With third party data processors as governed by contract
- Should there be a requirement to share your personal data with other third parties not included in this list, you will be notified beforehand via a revised privacy notice

DBT may use your data to inform UK tariff and trade policy. In particular, your data might be considered as part of the Tariff Implementation Monitoring (TIM) Exercise, which assesses evidence on the impact of the UK Global Tariff (UKGT). Information may also be used to inform any future reviews of the UKGT. We will seek your consent before considering the data you have provided via these other processes.

You can find out more detailed information about how we share data and further processing in the [main privacy notice](#).

How long will DBT hold your data for

DBT will only retain your personal data for as long as necessary to fulfil the purposes we collected it for, including for the purposes of satisfying any legal, accounting, or reporting requirements. We will only retain your personal information for as long as:

- it is needed for the purposes set out in this document
- the law requires us to

Subject to the paragraph above, we will retain your personal information for up to 3 years from the date on which it is provided or subsequently updated, and your overall response for up to 10 years, however we conduct regular reviews to ensure we only keep information required for the purpose of which it was collected. Should there be any indication that there will be a business need to extend this retention period, this will be robustly reviewed, and any changes will be clearly outlined and recorded in a revised notice.

If we decide that we need to process your personal data for a reason which is incompatible with the purposes for which we collected it for, we will contact you to explain why we are doing this and why it is lawful to do so.

To determine the appropriate retention period for personal data, we consider the amount, nature, and sensitivity of the personal data, the potential risk of harm from unauthorised use or disclosure of your personal data, the purposes for which we process your personal data and whether we can achieve those purposes through other means, and the applicable legal requirements.

Your rights

You have a number of rights available to you under UK data protection legislation, including:

- the right to request copies of the personal data we hold about you
- the right to request that we rectify information about you which you think is inaccurate or incomplete
- the right to request that we restrict your data from further processing (in certain circumstances)
- the right to object to the processing of your data (in certain circumstances)

- the right to data portability (in certain circumstances)
- the right to request that we erase your data (in certain circumstances)
- the right not to be subject to a decision based on solely automated data processing

You can contact DBT's Data Protection Officer for further information about how your data has been processed by the department or to make a complaint about how your data has been used. Please contact: data.protection@businessandtrade.gov.uk

You can also submit a complaint to the Information Commissioner's Office (ICO) at:

Information Commissioner's Office
 Wycliffe House
 Water Lane
 Wilmslow
 Cheshire
 SK9 5AF

W: <https://ico.org.uk/>

Tel: 0303 123 1113

You can find out more about your rights as a data subject, and details of how to contact our Data Protection Officer and the ICO in our [main privacy notice](#).

Privacy and confidentiality questions

- **Q1:** If you are including any personal information of third parties in the application, have you received their permission to do so?
 - Yes.
 - No.
 - Not Applicable.
- **Q2:** Please use the space under this question to let us know if you want the information you provide to be treated confidentially. Please be aware that, in accordance with the Freedom of Information Act 2000, public authorities are required to comply with a statutory code of practice which deals, amongst other things, with obligations of confidence. If we receive a request for disclosure of information that has been provided, we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. If you select "yes", please use the text entry box to be as specific as possible.

Contact details

Please provide contact details for all participants below. If you are submitting this form on behalf of UK or Crown Dependency business(es), please also provide their details below.

- **Q3:** Please provide full name(s).
- **Q4:** Please provide name of organisation(s).
- **Q5:** Please provide email address(es).
- **Q6:** Please provide telephone number(s).

Product details

In this section, you should provide us with details about the suspension on which you would like to submit your views, as well as the related product. Please refer to the list of expiring suspensions published on [GOV.UK](https://gov.uk) to find this information.

Please answer questions 7 to 18 for one suspension only. At question 19, you will be asked if you wish to provide views on further suspensions. If you select “yes”, the progress you have made so far will be saved, and you will be re-directed to complete questions 7 to 18 for the additional suspension.

You may repeat this process to provide views on up to five suspensions per form. If you wish to provide views on more than five suspensions, please submit your current form once completed and begin a new form for the further suspensions.

- **Q7:** Please provide the suspension ID. This will be in the form “SUS_X”. This can be found in Column A of the list of expiring suspensions published on [GOV.UK](https://gov.uk).
- **Q8:** Please provide the commodity code. This can be found in Column B of the list of expiring suspensions published on [GOV.UK](https://gov.uk).
- **Q9:** Please provide the product description. This can be found in Column D of the list of expiring suspensions published on [GOV.UK](https://gov.uk).
- **Q10:** Are you in favour of the suspension being extended until 31 December 2028?
- **Q11:** Please justify your answer to question 10. Please make reference to the assessment criteria as listed in the guidance pack on [GOV.UK](https://gov.uk) where relevant, as well as any other impacts that a duty suspension might have. Please provide as much detail as possible.

Domestic businesses producing an identical, equivalent, or substitutable product

- **Q12:** Are you aware of any producer based in the UK or a Crown Dependency that produces the same product (falling under the same commodity code) or similar product? Please also select “yes” if you are aware of plans for future production.

If “yes” is selected in response to Q12, the following questions will appear:

- **Q13:** Please provide names of organisation(s) based in the UK or a Crown Dependency that produce(s) the same or similar product.
- **Q14:** Please describe the product that this organisation produces which is relevant to this feedback form.
- **Q15:** Please explain why you consider this product to be the same as, or similar to, the product applied for in the application window, on which you are providing views.
- **Q16:** Please provide supporting literature, such as a product datasheet or brochure that includes a product specification, when submitting your form.
- **Q17:** If known, please provide production capacity of the product available for the market (e.g. not bound in-house or by contracts) in the calendar year 2025.

Figures should be reported in the same format as would be required on customs declarations, or as defined in the UK Global Tariff. Weight is ordinarily declared in KG.

- **Q18:** If known, please provide anticipated production capacity of the product available for the market for the calendar year 2026. Figures should be reported in the same format as would be required on customs declarations, or as defined in the UK Global Tariff. Weight is ordinarily declared in KG.

Provide views on further suspensions

- **Q19:** Do you wish to provide views on further suspensions?

Please note that if you select “yes”, the progress you have made so far will be saved, and you will be re-directed to complete questions 7 to 18 for the additional suspension.

You may repeat this process to provide views on up to five suspensions per form. If you wish to provide views on more than five suspensions, please submit your current form once completed and begin a new form for the further suspensions.

Other remarks

- **Q20:** Please use this space to provide any other information regarding your application that you consider relevant.

Declaration

By signing below, I certify I have read the privacy notice and that the information provided in this form and supporting attachments is complete and correct.

- **E-signature**

You have now completed all stages of the form. By clicking to the next page, it will be submitted. Please ensure you are content with your form before moving to the next page.

Submission page

Thank you for completing this form.

This is confirmation it has been received.

If you have any questions, please do not hesitate to contact us at tariffssuspensions@businessandtrade.gov.uk.

Annex B – Example suspension application form

Duty suspensions, or tariff suspensions, are complete or partial reductions in the UK Global Tariff (UKGT) rate for specified products. Duty suspensions are temporary measures that are in place for defined periods. After this period expires, the applicable tariff rate reverts to the standard UKGT rate, unless a decision is taken to extend the suspension.

Since EU Exit, the UK has invited stakeholders to apply for temporary tariff suspensions on three occasions. As a result, over 300 suspensions have been implemented at the request of applicants.

The UK is now running a further application window, which is open from 26 November 2025. The deadline for applications is **11:59pm on Wednesday 4 February 2026**.

Before completing this form, we recommend that you read the detailed guidance on the UK's duty suspension application process, which can be found via [GOV.UK](https://www.gov.uk).

Please note that if you wish to provide views on extending an existing suspension, there is a separate form. This is available here via [GOV.UK](https://www.gov.uk).

Before starting your application, please note:

- We recommend that you complete this application on a computer, rather than a mobile device.
- Your application will automatically save your progress, meaning you will be able to come back to it at a later date.
- You can only complete one application form at a time. You may apply for up to five products per application. To begin an additional application form, please submit the one you are currently working on. At Annex B of the guidance pack, we have provided an example template of the form, which may be useful to plan for multiple forms.
- There is a progress bar, which features at the top of the application form. This indicates how far through the form you are.
- You may move between pages by using the "backward" and "forward" buttons at the bottom of the page. Please note that certain questions are mandatory to answer to progress.
- How you answer certain questions may affect the numerical ordering of subsequent questions. Please do not be concerned if certain question numbers appear to have been skipped.
- You are able to expand text-input answer fields by dragging with your mouse. You may prefer to do this if you are inserting high volumes of information.

If you have any technical issues or questions while completing this application, please don't hesitate to contact us at: tariffsuspensions@businessandtrade.gov.uk.

Please read the privacy notice before answering the privacy and confidentiality questions on the next page.

Privacy notice

This privacy notice explains how the Department for Business and Trade (DBT), as a 'data controller', processes personal data for the duty suspensions application window.

This notice is supplemented by our [main privacy notice](#) which provides further information on how DBT processes personal data, and sets out your rights in respect of that personal data.

Personal data DBT collects

DBT collects information about:

- Individuals, businesses and organisations who are applying for new tariff suspensions

DBT collects the following categories of personal data:

- Name (first name and surname)
- Name of the organisation / business a respondent might be applying on behalf of
- Contact details (email address and contact number – personal and/or business)
- Signature

Why DBT asks for this information and what happens if it is not provided

DBT collects this information in order to help us identify any responses from bots or other fraudulent sources to maintain the integrity of the information received. We may also use your contact details to get in touch with you to discuss the information you have provided in your form, or any attachments you have provided. We may also use your contact details to remove your response if you instruct us to do so.

If this data is not provided, your application will not be accepted.

The legal basis for processing your personal data

The table below sets out the primary legal bases we rely on for processing the personal data we collect about you. DBT will process personal data supplied for this purpose in accordance with the Data Protection Act. The information you provide will be processed on the lawful basis of public task. If you are providing a response on behalf of a third party, you must ensure you get their consent prior to submission.

Legal basis for processing

Personal Data (Article 6(1) UK GDPR)	
i.	Consent
ii.	Processing is necessary for a task carried out in the public interest or in the exercise of official authority vested in the controller

How DBT processes personal data it receives

Once received your data will be:

- Stored within DBT's internal database which is managed by the tariff suspensions policy team and will be independently assessed and reviewed against the published assessment criteria.
- For transparency, a summary of the information provided in application forms will be published on GOV.UK. This summarised list will include non-personal information about the product to which each application relates, including the commodity code and commodity description. It will include the name of the organisation or business who lodged the application, subject to their consent.

- Your information will be processed and shared within the department and with selected third parties for purposes connected with DBT performing a task in the public interest, or to fulfil an official function, and the task or function has a clear basis in law, including to:
 - ensure that the UK's suspensions regime is tailored to the UK economy
 - identify international and UK-based opportunities
 - better understand the domestic and international business landscape with respect to the UK's international trade
 - ensure that trade opportunities are inclusive
 - enable DBT to follow up on the points raised in the suspension form
- Once your personal data is no longer needed as part of the assessment any identifiers will be removed and a de-identified dataset will remain for audit purposes.

We will only process your personal data for purposes which are compatible with those specified in this privacy notice. This may include archiving in the public interest, or scientific, historical or statistical research, in accordance with Article 89 UK GDPR. Where your data is further used for research purposes, appropriate safeguards (including anonymisation, pseudonymisation and data minimisation techniques) will be used to ensure that your personal data is only processed where it is necessary for us to do so, and that it is processed lawfully and securely.

Compatible research purposes may include analysis to further DBT policy development, or to analyse public consultation responses or similar requests for information from the public.

We are trialling Artificial Intelligence (AI) solutions to support the delivery of our functions. Unless made expressly clear to you, we will not use AI to either make or inform decisions about you. We will apply effective data minimisation techniques to all such uses of your data.

Third Party Processors

We use a third-party provider Qualtrics who are contracted by DBT to provide an online platform for surveys. A link to the Qualtrics Security and Privacy notice [is available here](#). We have a contract with Qualtrics which means that they are required to meet appropriate security standards and which also means that they cannot use your data without instruction from DBT.

Information sharing

We may share personal data you provide:

- With other government departments, public authorities, law enforcement agencies and regulators
- With other third parties where we consider it necessary in order to further our functions as a government department
- In response to information requests, for example, under Freedom of Information (FOI) law or the Environmental Information Regulations (EIR)
- To a court, tribunal or party where the disclosure is necessary in order to exercise, establish or defend a legal claim
- Where we are ordered to do so or where we are otherwise required to do so by law

- With third party data processors as governed by contract
- Non-personal information provided within your application form may be shared with a science and technology consultant. This is to ensure that, for some products, the product subject to the application request is aligned with the most appropriate commodity code
- Should there be a requirement to share your personal data with other third parties not included in this list, you will be notified beforehand via a revised privacy notice

DBT may use your data to inform UK tariff and trade policy. In particular, your data might be considered as part of the Tariff Implementation Monitoring (TIM) Exercise, which assesses evidence on the impact of the UK Global Tariff (UKGT). Information may also be used to inform any future reviews of the UKGT. We will seek your consent before considering the data you have provided via these other processes.

You can find out more detailed information about how we share data and further processing in the [main privacy notice](#).

How long will DBT hold your data for

DBT will only retain your personal data for as long as necessary to fulfil the purposes we collected it for, including for the purposes of satisfying any legal, accounting, or reporting requirements. We will only retain your personal information for as long as:

- it is needed for the purposes set out in this document
- the law requires us to

Subject to the paragraph above, we will retain your personal information for up to 3 years from the date on which it is provided or subsequently updated, and your overall response for up to 10 years, however we conduct regular reviews to ensure we only keep information required for the purpose of which it was collected. Should there be any indication that there will be a business need to extend this retention period, this will be robustly reviewed, and any changes will be clearly outlined and recorded in a revised notice.

If we decide that we need to process your personal data for a reason which is incompatible with the purposes for which we collected it for, we will contact you to explain why we are doing this and why it is lawful to do so.

To determine the appropriate retention period for personal data, we consider the amount, nature, and sensitivity of the personal data, the potential risk of harm from unauthorised use or disclosure of your personal data, the purposes for which we process your personal data and whether we can achieve those purposes through other means, and the applicable legal requirements.

Your rights

You have a number of rights available to you under UK data protection legislation, including:

- the right to request copies of the personal data we hold about you
- the right to request that we rectify information about you which you think is inaccurate or incomplete
- the right to request that we restrict your data from further processing (in certain circumstances)
- the right to object to the processing of your data (in certain circumstances)

- the right to data portability (in certain circumstances)
- the right to request that we erase your data (in certain circumstances)
- the right not to be subject to a decision based on solely automated data processing

You can contact DBT's Data Protection Officer for further information about how your data has been processed by the department or to make a complaint about how your data has been used. Please contact: data.protection@businessandtrade.gov.uk

You can also submit a complaint to the Information Commissioner's Office (ICO) at:

Information Commissioner's Office
 Wycliffe House
 Water Lane
 Wilmslow
 Cheshire
 SK9 5AF

W: <https://ico.org.uk/>

Tel: 0303 123 1113

You can find out more about your rights as a data subject, and details of how to contact our Data Protection Officer and the ICO in our [main privacy notice](#).

Privacy and confidentiality questions

- **Q1:** If you are including any personal information of third parties in the application, have you received their permission to do so?
 - Yes.
 - No.
 - Not Applicable.
- **Q2:** Please use the space under this question to let us know if you want the information you provide to be treated confidentially. Please be aware that, in accordance with the Freedom of Information Act 2000, public authorities are required to comply with a statutory code of practice which deals, amongst other things, with obligations of confidence. If we receive a request for disclosure of information that has been provided, we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. If you select "yes", please use the text entry box to be as specific as possible.
- **Q3:** As outlined in the privacy notice, DBT will publish a notice on GOV.UK, which summarises the requests received. Do you – and any other named applicants – consent to the name of your (and, if relevant, their) business or organisation being published? If you wish to consent to certain names being published, but not others, there is space to specify this in the text box provided.

Applicant information

- **Q4:** Please provide full name(s).
- **Q5:** Please provide name(s) of organisation(s).

- **Q6:** If your organisation(s) has/have a website, please include a link.
- **Q7:** Please provide email address(es).
- **Q8:** Please provide telephone number(s).
- **Q9:** Please specify where your organisation is located
 - Scotland.
 - Wales.
 - Northern Ireland.
 - North East England.
 - North West England.
 - Yorkshire and the Humber.
 - East Midlands.
 - West Midlands.
 - East of England.
 - London.
 - South East England.
 - South West England.
 - Crown dependency: the Bailiwick of Jersey, the Bailiwick of Guernsey or the Isle of Man.
 - Other (please specify).
- **Q10:** Are you an importer of the product(s) being applied for?
 - a) All applicants are importers of the product.
 - b) Some applicants are importers of the product.
 - c) No applicants are importers of the product.
- **Q11:** If you answered (b) to the previous question, please state which applicants are importers of the product being applied for.
- **Q12:** Please select the size of your organisation by number of employees. If there are multiple organisations listed on your application, please use the additional space provided.
 - Fewer than 50 employees.
 - Between 51 and 250 employees.
 - Between 251 and 500 employees.
 - Greater than 501 employees.
 - Additional space. [Free text box]
- **Q13:** Have you applied for a tariff suspension previously?

Product description

In this section, please provide us with the details of the product on which you are applying for a duty suspension.

Please answer questions 14 to 42 for one product only. At question 43, you will be asked if you wish to apply for suspension(s) on further products. If you wish to apply for a further suspension, the form will then allow you to submit the information in response to questions 14 to 42 for the relevant product.

You may repeat this process to apply for up to five products per application. If you wish to apply for more than five products, please submit your application form and begin a new application form for the further products.

Please ensure you provide an accurate and precise product description, that will enable us to identify the specific product you are importing. You must show that your product meets the requirements of the commodity code applicable to the product (see Q16).

Detailed advice on how best to fill out this section can be found in the guidance pack available via [GOV.UK](https://www.gov.uk).

- **Q14:** Please provide a detailed description of the product. Depending on the product's nature, the description should include, for example, its components, composition, function, and intended purpose.

Please do not simply quote the text of the commodity code considered to be applicable to the product.

- **Q15:** Which manufacturing sector does the product you are applying for sit within?
 - Agriculture.
 - Automotive.
 - Biomedicine.
 - Chemicals.
 - Food and drink.
 - Furniture.
 - Heavy vehicles.
 - Metals.
 - Pigments.
 - Plastics.
 - Oils.
 - Office supplies.
 - Renewables.
 - Other (please specify).
- **Q16:** Please provide supporting literature, such as a product datasheet or brochure, that includes a product specification when submitting your application. If you are unable to provide this, please indicate why at Q44 at the end of the questionnaire or contact us at tariffsuspensions@businessandtrade.gov.uk.

- **Q17:** Please provide the commodity code applicable to this product. We have provided detailed guidance on commodity codes on pages 8-9 of the guidance pack, available via [GOV.UK](#). We would usually expect this to be defined at ten-digit level. It may be the case that your product is covered by the commodity code covering “Other”. If you are unsure of the right code, you can use the [Trade Tariff lookup tool](#) or email us at tariffsuspensions@businessandtrade.gov.uk.
- **Q18:** Please insert the commodity code description that appears on the [Trade Tariff lookup tool](#).
- **Q19:** Please state whether there is an existing tariff suspension on the product. You can find out more about whether a suspension is in place on the product by using the [Trade Tariff lookup tool](#). Further guidance on how to find existing suspensions on the Tool is included on page 11 of the guidance pack, available via [GOV.UK](#).
- **Q20:** Please describe how you, or any organisation(s) you are applying on behalf of, intend to use the product (such as whether the product is intended for resale, or whether the intention is to use it in a production process).
- **Q21:** Is the product you are importing a chemical with a CAS number?

Chemical product information (pop up – diverted here if answer “yes” to Q21)

- **Q22:** Please provide the CAS registry number.
- **Q23:** Please provide the CUS number (reference number in the European Customs Inventory of Chemicals).
- **Q24:** Please provide the structural formula.
- **Q25:** Please provide the purity degree.

Proposed implementation of suspension

This section focuses on the different ways in which suspensions can be implemented. Further information on how to fill out this section can be found in the guidance pack, available via [GOV.UK](#).

- **Q26:** As outlined on pages 8-9 of the guidance document, a full commodity code can often cover multiple different products. Please specify if you wish to apply for the suspension to apply to a full commodity code (and, if so, at what level) or a more specific product falling within it. Please note if you are applying for a suspension to cover a full commodity code, the evidence you provide throughout this form will need to meet the application criteria for the full range of products covered by that commodity code.
 - Headings (4-digit level of the HS, “HS4”).

This will mean that the suspension will cover all product lines under this heading.
 - Subheading (6-digit level of the HS, “HS6”).

This will mean the suspension will cover all product lines falling under this subheading.
 - Combined nomenclature (8-digit level, “CN8”).

This will mean the suspension will cover all product lines under this definition.

- Combined nomenclature (10-digit level, “CN10”).

This will mean the suspension will cover all products captured by this definition.

- Specific product (“sub-CN10”).

This will mean the suspension will apply to a specific product within a defined commodity code.

- **Q27:** Please outline if you have any concerns or objections at this stage to the government considering a suspension to a broader level of commodity code than appears in your application form. Please note that if this is being considered, the government will suggest the broader code to you when it confirms the classification code with you, following submission of your application. In such instances, an explanation detailing why the government is suggesting a different classification, and how the implementation of a suspension at that different classification would differ from your original application, will be set out in the same email checking classification. You will have the opportunity to object or raise concerns before the objection window opens.
- **Q28:** Please indicate whether you are applying for the tariff on this product to be suspended to 0%.
- **Q29 (pop up – diverted here if answered No to Q28):** Please indicate a suggested reduced tariff rate, and an explanation of why you have suggested this rate.

Product importation and consumption

In this section, please provide information regarding your, or any organisation(s) you are applying on behalf of, historic and anticipated importation and consumption of the product. If more than one importer is named on this application, you should provide the total combined figures in responses to the below.

- **Q30:** Please provide the expected annual importation of the product for the calendar year 2026.
 - a) Customs value in GBP (figures should be reported in the same format as is required on customs declarations).
 - b) Quantity
 - Weight – the measurement unit should be that as defined in the UK Global Tariff, or the unit used when submitting a customs declaration. (Weight is ordinarily declared in KG).
 - Supplementary unit (if applicable for the commodity code).
- **Q31:** Please provide us with your, or any organisation(s) you are applying on behalf of, annual importation of the product for the calendar years preceding this application. This should be total value in terms of GBP. Please confirm for each year listed. If you have not imported this product previously, please answer “N/A”.
 - 2023.
 - 2024.

- 2025.
- Average value of annual importation (2023 – 2025 inclusive).
- **Q32:** Please provide us with your, or any organisation(s) you are applying on behalf of, annual importation of the product for the calendar years preceding this application. This should be the quantity expressed in terms of the measurement unit defined in the UKGT, or as a supplementary unit if appropriate. Please confirm for each year listed. If you have not imported this product previously, please answer “N/A”.
 - 2023.
 - KG.
 - Supplementary Unit.
 - 2024.
 - KG.
 - Supplementary Unit.
 - 2025.
 - KG.
 - Supplementary Unit.
 - Average quantity of annual importation (2023 – 2025 inclusive).
 - KG.
 - Supplementary Unit.
- **Q33:** Please list the countries you, or any organisation(s) you are applying on behalf of, import the product from and the payable tariff rate, including any preferences (such as those arising under a Free Trade Agreement). You should provide a breakdown (%) of the amount of product imported per country. If you have not imported this product previously, please answer “N/A”.
 - Country A
 - Country A tariff rate
 - Country A % of imports
 - Country B
 - Country B tariff rate
 - Country B % of imports
 - Country C
 - Country C tariff rate
 - Country C % of imports
 - Additional space
- **Q34:** Do you, or any organisation(s) you are applying on behalf of, plan to import the product from any other country in the next two years? Please select “yes” if you have not imported the product previously, but plan to do so in the next two years.

- **Q35 (pop up – diverted here if answered “Yes” to Q34):** Please specify which country or countries you, or any organisation(s) you are applying on behalf of, plan to import this product from. If you, or any organisation(s) you are applying on behalf of, have a contract for future imports, it may assist your application to evidence it here. Projected values, volumes and duty savings will be particularly helpful if you have limited or no past imports of the product.
- **Q36:** Please indicate how much you, or any organisation(s) you are applying on behalf of, would have saved in import duties had a full duty suspension been in place in the calendar year 2025. If you, or any organisation(s) you are applying on behalf of, did not import this product in the calendar year 2025, please write “N/A” or provide the figure for another recent year.
- **Q37:** Please demonstrate how you have come to this conclusion by providing an outline of duties paid on imports of this product in 2025 (or other specified year). This should outline the total value of the product imported and the tariff on that product. The amount of duty paid will equal the amount of duty you would have saved if a suspension were in place. If you did not import this product in 2025, please write “N/A”.

Domestic production of the product

In line with the criteria set out on pages 6-7 of the guidance document, this section asks you to outline the efforts you have made to identify any UK or Crown Dependency producers of the product (or a product falling within the same commodity code, or similar product), and the results of your searches. Further information on the type of evidence we expect is included in the guidance document at page 14.

- **Q38:** Are you aware of any UK or Crown Dependency producers of the product to which this application relates (or a similar product)?
- **Q39:** Please explain the efforts you have made to establish that there are no UK or Crown Dependency producers that are willing or able to supply the product, or a similar, product in sufficient quantities. You should provide the date of approach, type of approach (e.g. internet search, e-mail enquiry, phone call), and result of approach.
- **Q40:** Please attach evidence of these enquiries, such as reports, emails, or research. Further information on types of evidence that will best support your application are outlined in the guidance document via [GOV.UK](https://www.gov.uk).

Anti-dumping, countervailing, or safeguard measures

- **Q41:** Is the product on which you are applying for a suspension subject to an anti-dumping, countervailing or safeguard measure? A description of each of these measures can be found in the guidance via [GOV.UK](https://www.gov.uk).
- **Q42 (pop up – diverted here if answered “Yes” to Q41):** Please explain why a duty suspension is being sought on a product subject to an anti-dumping, countervailing or safeguard measure.

Apply for further suspensions

- **Q43:** Do you wish to apply for further suspensions?

Please note that if you select “yes”, the progress you have made so far will be saved, and you will be re-directed to complete questions 14 to 42 for the additional product.

You may repeat this process to apply for up to five products per application. If you wish to apply for more than five products, please submit your application form and begin a new application form for the further products.

Other remarks

- **Q44:** Please use this space to provide any other information regarding your application that you consider relevant. Where you, or any organisation(s) you are applying on behalf of, are not based in the UK or a Crown Dependencies, or are applying for a good that is not used as an input into a production process, you can also use this space to provide further information to support your application.

Declaration

You have now completed all stages of your application.

Please provide e-signatures for all named applicants below to certify that you have read the privacy notice, and that the information provided in this application form and supporting attachments is complete and correct.

By providing e-signatures below, you are also confirming that your application does not relate to a product that is traded between persons who are related parties, in circumstances that would not enable other businesses to benefit from a duty suspension.

- **E-signature**

By clicking to the next page your application will be submitted. Please ensure you are content with your application before moving to the next page.

Submission page

Thank you for your time spent filling out the Duty Suspensions Application Form.

This is a confirmation that your application has been received. We will be back in touch with you before the objections window opens to confirm the classification of the product that you have applied for.

To be notified of relevant updates about the process, we recommend you set up e-mail alerts for <https://www.gov.uk/guidance/duty-suspensions-and-tariff-quotas>.