Export

Export: goods leaving Georgia. The steps are the same as import. The file is an export declaration for eCustoms.

1. What to prepare

Collect the invoice, the packing list and the transport document. A PDF, a scan or a clear photo is enough. The invoice should show the seller, the buyer, the goods, the quantity, the price and the currency. What we ask for is listed on the documents page.

/en/documents

2. How to upload in the cabinet

Open the cabinet and start a shipment. Choose the procedure. Upload the documents and wait until the status leaves “Processing”. If a question appears, answer it on that shipment. The files appear when the screen says the declaration is ready.

2. How to upload in the cabinet

3. What the generator does

It reads the documents. It compares the invoice with the packing list and the transport document. It picks an 11-digit code from the seller’s code, from similar decisions on rs.ge, and from the nomenclature. It writes the goods description for box 31 in Georgian. It calculates duty, VAT and excise at the rate of the National Bank of Georgia. It joins lines that have the same code and the same country. It prepares the XML and the PDF. It does not register the declaration.

4. Questions and statuses

“Needs confirmation” means the system is not sure: confirm the code or the answer. “Low search confidence — check the code” means look at the code before you download. “Seller

code … does not exist in the Georgian nomenclature, selected by the first 6 digits” means the code on the invoice is not in the Georgian list, so only the first 6 digits were kept: confirm or choose another code. A preference code can change duty or VAT. Answer it from the certificate or the invoice, do not guess. To answer, open the question on the shipment, pick or type the value, and the draft is calculated again.

4. Questions and statuses

5. Which files you get

You get an XML file and a PDF. The PDF shows the same values box by box. Download them on the ready screen, the green button. The letter and the Telegram message “Declaration is ready” contain the same link to this guide, in your language.

The XML is the export file for eCustoms. The PDF is the same draft to read.

6. Load it into eCustoms

Open eCustoms and the export declaration. In the File menu choose import from XML and pick the file from the cabinet. Do not rename that file. When the window says the import worked, press the check mark.

Screenshots of eCustoms with arrows are not on this page yet. The steps below are the clicks.

7. Check with your eyes

Before anyone sends the declaration, compare the boxes with our PDF. A box is a numbered cell on the form.

What must match

Box	Where to look (eCustoms)	Where it is in our PDF	What must match
2 and 8	Seller and buyer	The parties	The names
15 and 17	Countries	The route	The country names
22	Invoice amount	The invoice total	The sum and the currency
33	Goods code	The code on the line	The same code
35 and 38	Weight	Gross and net	The kilograms

Box	Where to look (eCustoms)	Where it is in our PDF	What must match
31	What the goods are	The description	The same goods

8. F2 Verify and typical errors

F2 is a key. It asks eCustoms to check the form. It does not send the declaration. A red line that starts with Error names the box. If the missing fact is in the documents, fix it in the eBroker cabinet and download a new XML. If it is something only the declarant has, fix it in eCustoms. Press F2 again. Do not register while a red Error is open.

9. Registration and responsibility

The document is prepared automatically from your documents and is for reference. Check it before filing. The licensed declarant, or the person who files, registers it with their own access and is responsible for the content. eBroker is not a customs broker, does not register declarations and does not file them for you. The full text is on the responsibility page.

/en/disclaimer