

Description of the CSV and XLS file formats valid for Intastat electronic declaration

CSV file – comma separated value file format; 1 record/line

XLS file – same structure in Excel format

Name of the file

> 4 characters – type of declaration

2010 for dispatches

2011 for dispatches (simplified)

2012 for arrivals

2013 for arrivals (simplified)

> 2 characters – reference year in the format of yy (15 for year 2015)

> 2 characters – reference month in the format of mm (e.g. 01 for January)

> Further max. 96 optional characters

> Extension – CSV or XLS

An example for the file name – 20121501Example.csv

Format of the records

First record – identification information

Data	Type	Length	Compulsory?	Description
Type code	Character	2	Y	Technical code, should always be 02.
VAT No of trade operator	Character	8	Y	First 8 digits of the trade operator's VAT number, without the country code (e.g. HU, DE)
VAT No of declaring party	Character	8	Y	When the trade operator employs a third party (agent), then the third party's VAT number is to be entered here; otherwise the trade operator's own VAT number is to be repeated.
Name of contact person	Character	max. 60	Y	The person completing the Intrastat declaration.
E-mail address of contact person	Character	max. 60	Y	
Phone number of contact person	Character	max. 20	Y	
Fax number of contact person	Character	max. 20	N	
Date of declaration	Character	11	Y	Date of transmission. Format: yyyy.mm.dd. (e.g. 2015.03.12.) MIND THE THREE DOTS!
Id. number of declaration type	Character	4	Y	2010 for dispatches 2011 for dispatches (simplified) 2012 for arrivals 2013 for arrivals (simplified)
Reference year	Character	4	Y	The year for which data are transmitted. Format: yyyy (e.g. 2015)
Reference month	Character	2	Y	The month for which data are transmitted. Format: mm (e.g. 02)
Total number of records	Numeric	max. 4	Y	Number of data records transmitted (excl. This id. record). In case of nil declaration it is 0.
Note	Character	max. 400	N	

Data records – declared items on the intra-EU trade of the operator.

Data	Type	Length	Compulsory?	Description
Sequence No	Numeric	max. 4	Y	Sequence number of the data record, starting with 1.
Commodity code	Character	8	Y	According to the Combined Nomenclature (CN) applicable for the reference year
Nature of transaction code	Character	2	Yes, except for CN code 99500000.	
Terms of delivery	Character	3	Yes, for detailed declarations (number 2010 and 2012) except for CN code 99500000; No, for simplified declarations (number 2011 and 2013)	
Mode of transport	Character	1	Yes, except for CN code 99500000.	
Country code of dispatch/destination	Character	2	Y	
For arrivals Country of origin For dispatches Country of destination outside the EU	Character	2	Yes, for country of origin, except for CN code 99500000. Country of destination outside the EU only compulsory for nature of transaction code 92 (indirect trade); otherwise the field should be blank.	
Net mass (kg)	Numeric	max. 10	Declaration of the net mass is mandatory only for those CN8 codes where no supplementary units are determined in the CN regulation Net mass below 1 kg is to be declared with three decimals (e.g. 0.003); above 1 kg it is to be rounded to kgs.	
Quantity in supplementary units	Numeric	max. 10	Only where a supplementary unit is specified to the commodity code in the CN.	
Invoice value (HUF)	Numeric	max. 12	Y	
Statistical value (HUF)	Numeric	max. 12	Yes, for detailed declarations (number 2010 and 2012), except for CN code 99500000; No, for simplified declarations (number 2011 and 2013), except for nature of transaction codes 51 and 52 (where it is compulsory).	

Electronic declarations might be transmitted at <https://intrastat.ksh.gov.hu> website, after logging in with valid id. and password.

Should you have any difficulties, please contact the Intrastat Help Desk at info@intrastatksh.hu or +361-8808950 / ext.5.