

## January 2021 Checklist

### General Checklist

- Get your partners! Talk to Atom Logistics and ensure you have all of your carrier accounts open and ready to go as of January.
- Set your targets and budgets – Always have a budget in place for your supply chain and transport costs. Share these with us and we can then help you work towards your goals.
- Collaborate – Put Atom Logistics in touch with your logistics decision maker so that we can work closely together and ensure your supply chain is efficient and cost effective.
- Explore your options – Don't assume that going directly to carriers is always the most cost-efficient option for your logistics requirements. Send Atom Logistics your current data of parcels and commercials and utilise our free cost comparison service.

### Brexit Checklist

- Register for a UK or EU EORI Number.
- Know how to describe and classify your goods (commodity codes).
- Understand how to complete commercial invoices.
- Go Paperless! Adapt to submitting commercial invoices electronically rather than in paper form.
- Importers should consider setting up a deferment account.
- Talk to Atom Logistics! Get your freight forwarding partner in place to act on your behalf.