

***Informations à fournir dans le mail initial pour  
un envoi de pièce vers le BEA***

***(Cas d'un envoi depuis un pays hors zone UE)***

To send us the equipment, please follow the short procedure described below.

In order to deal with the customs procedures, BEA works with a forwarding agent called DAHER. They are located at Roissy Charles de Gaulle airport (CDG) and they know this procedure well. Note that if you have your own forwarding agent in France, and only in this case, you can ignore the information related to the consignee (DAHER).

**BEA Import Procedure**

1. Fill in a document (proforma invoice for instance) describing all the items to be sent to the BEA (C/O **NomEnquêteurBEA**):

- Item description
- Part number
- Serial Number
- Value and currency

In case you consider they are still operational, put the purchase value to guarantee the insurance coverage (loss of the equipment during shipping). Otherwise, you can indicate that their value is 1 €.

This document has to be sent together with the quarantined parts.

Please indicate in the proforma invoice if you want the items:

- to be sent back to your facility: indicate “temporary export”
- or to be scrapped after being examined: indicate “definitive export”.

2. Please send equipment to:

**DAHER - Dpt LP  
C/O BEA - **NomEnquêteurBEA**  
Rue du Chapelier - Zone de Fret 4  
B.P. 13429  
95707 ROISSY CDG CEDEX  
FRANCE**

As soon as the parts are sent, please let us know the tracking number of the freighter in order for us to know when they arrive to our agent DAHER.

In order to prepare the shipping back (if necessary) please provide us with your Fedex/DHL/UPS account number from France to your country.

Feel free to get back to us if these explanations need to be completed.