



Customer Guide

For Filing Tax ID Number (TIN)
and Import One-Stop Shop (IOSS)



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Shipping Guideline

For Filling Tax ID Number (TIN)
on **Commercial Bills**





Shipping Guideline

For Filling Tax ID Number (TIN)
on **FedEx** and **TNT** Online Platforms



Export Shipping



FedEx and TNT Online Platforms FedEx Ship Manager Software (FSMS)

Step 1

Enter the Tax ID Number (TIN) on the “Shipper Information” page by clicking “Edit”

Sender Information

* Sender ID	IBMA	...	Edit
Company Name	PT. FEDEX EXPRESS INTERNATIONAL		
Contact Name	RINI		
First Phone #	0216264938		
Country/Territory	Indonesia		
FedEx Account #	460821525		



FedEx and TNT Online Platforms FedEx Ship Manager Software (FSMS)

Step 2

Enter the Tax ID Number (TIN) in the "Shipper's VAT/ Customs IDE/EIN#" column

Sender Information

Details

Default Sender Don't add sender to address book

FedEx Account #	460821525	Second Phone #	
Sender ID	IBMA	Fax	
Company Name	PT. FEDEX EXPRESS INTERNATIONAL	Email	
Contact Name	MR. ABC	Department	
Country/Territory	Indonesia	Bank Account #	
Address Line 1	SOUTH QUARTER TOWER C 12TH FL	Trade #	
Address Line 2	JL. RA. KARTINI KAV 8		
City	JAKARTA SELATAN		
Postal Code	12430	Sender will be available to	All Users
First Phone #	6221 563169	Digital Signature on FedEx CI	
Signature	MR. ABC		
VAT/Customs ID/EIN #	123456789012345678		
Use Logo <input type="checkbox"/>	Company Logo	No Logo image has been uploaded yet	

Download Account Controls Defaults OK Cancel

Export Shipping



FedEx and TNT Online Platforms FedEx Ship Manager New Version/ MAGIC

Step 1

Go to the “Billing” page and look for the “Tax ID” column

Penagihan

Biaya transportasi

TAGIH KE My account
REFERENSI (OPSIONAL)
NO. P.O. (OPSIONAL)
NO. INVOICE (OPSIONAL)
NO. DEPARTEMEN (OPSIONAL)



FedEx and TNT Online Platforms FedEx Ship Manager New Version/ MAGIC

Step 2

Enter your Tax ID Number (TIN)

- Export Shipping: Enter TIN in the column "Sender's Tax ID Number"
- Import Delivery: Enter TIN in the column "Recipient Tax ID Number"

Cukai, pajak, dan biaya

TAGIH KE Recipient
NOMOR AKUN FEDEX (OPSIONAL)

ID Pajak

NO. ID PAJAK PENERIMA (OPSIONAL) XX.XXX.XXX.X-XXX.XXX	Kolom pengiriman Impor
NO. ID PAJAK PENGIRIM (OPSIONAL) XX.XXX.XXX.X-XXX.XXX	Kolom pengiriman Ekspor

Export/ Import Shipping



FedEx and TNT Online Platforms
FedEx Ship Manager at fedex.com

Export Shipping

Enter the Tax ID Number (TIN) on the "Billing Details" page in the "Your Reference" column

3. Billing Details [Help](#) [Hide](#)

* Bill transportation to: CTIDtrial - 854

* Bill duties/taxes/fees to: CTIDtrial - 854

Your reference: Sender TAX ID:123456789012345

[More reference fields](#)

P.O. no.

Invoice no.

Department no.



FedEx and TNT Online Platforms
FedEx Ship Manager at fedex.com

Import Shipping

Enter the Tax ID Number (TIN) on the "To" page in the "Recipient Tax ID" column

Prepare an Import Shipment

1 Enter import shipping information 2 Print label(s)

* Denotes required field

1. To [Help](#) [Hide](#)

* Country/Territory: Indonesia

Contact ID: Select or enter

Company: FedEx Express indonesia

* Contact name: ID CT INDONESIA TEAM

* Address 1: SUMMITMAS 1, 21ST FLOOR

Address 2:

* Postal code: 12190 [Postal code information](#)

* City: JAKARTA

* Phone no. 1500342 ext.

Recipient tax ID: 123456789012345678

This is a residential address

Save new address in address book

[Check Government List of Unacceptable Trading Partners](#)

Export/ Import Shipping



FedEx and TNT Online Platforms myTNT2

Export Shipping

Enter the Tax ID Number (TIN) on the "Sender" page in the "VAT Number" and "Shipping Tax ID" column

Buat pengiriman * Wajib

Mengirimkan pengiriman Menerima pengiriman

Pengirim

SINAR GEMILANG, PT AKUN
JL. DEMAK
Jakarta, ID - Akun TNT 000091622
Nama kontak: Mr. Trial Junior

Rincian alamat

Negara/Wilayah *
Indonesia

Kode pos *
14350

Kota *
Jakarta

Baris alamat 1 *
JL. DEMAK

Baris alamat 2 - pilihan
GEDUNG SUMMITMAS I LT 20

Baris alamat 3 - pilihan
jakarta

Rincian kontak

Perusahaan *
SINAR GEMILANG, PT

Nama kontak (nama lengkap) *
Mr. Trial Junior

Nomor telepon *
+622125201819

Email *
eis.trial.tnt@gmail.com

Nomor PPN *
210012001353150

ID Pajak Pengirim - pilihan



FedEx and TNT Online Platforms myTNT2

Import Shipping

Enter Tax ID Number (TIN) on the "Recipient" page in the "VAT Number" column

Penerima

SINAR GEMILANG, PT AKUN
JL. DEMAK
Jakarta, ID - Akun TNT 000091622
Nama kontak: Mr. Trial Junior

Instruksi pengemasan
TEST ONLY PLEASE IGNORE

Rincian alamat

Negara/Wilayah *
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Kode pos *
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Nama kontak (nama lengkap) *
Mr. Trial Junior

Nomor telepon *
+622125201819

Email *
eis.trial.tnt@gmail.com

Nomor PPN *
210012001353150

ID Pajak Pengirim - pilihan

Instruksi pengiriman dalam Bahasa Inggris - pilihan
TEST ONLY PLEASE IGNORE



Shipping Guideline

For Filling Import One-Stop Shop (IOSS) Numbers
on **Shipments to Europe**



How to ship using the IOSS

Using the IOSS is simple, but you will need to ensure you provide us with your IOSS number every time you ship.

It is essential that you complete the shipping documents correctly. Please note the correct way to enter an IOSS number is: IM1234567891 (example for reference). Do NOT add any spaces or the letters “IOSS” to the entry.

If you are shipping from Indonesia to the EU, we recommend you follow the examples below to enter your IOSS number properly.

- ! Using your own Commercial Invoice – mention and highlight the IOSS number in the ‘exporter/shipper’ information section
- ! Using a FedEx generated Commercial Invoice – mention the IOSS number in the Recipient Tax ID field highlighted on the automated shipping platforms below

▼ FedEx Ship Manager-GSM

Contact Name	TEST
* Country	
Address 3	TEST
City / Postal code	FRANKFURT
* First Phone	1234567890
Customs ID/EIN #	IM1234567890
Alert email to	

▼ MAGIC PLUS

BILL DUTIES, TAXES AND FEES TO *	
Recipient	
SENDER TAX ID/EORI NO.	
RECIPIENT TAX ID/EORI NO.	IM1234567890

▼ MAGIC

RECIPIENT TAX ID NO. (OPTIONAL)	IM1234567890
SENDER TAX ID NO. (OPTIONAL)	

▼ !" #\$\$ %

Shipper Tax ID - optional?	
	IM1234567890



Remember, only include your 12-character IOSS number (for example, “AB1324354657”).

Do not add “IOSS” as a prefix or put anything else in this field.

If you have any questions or concerns, please contact your account manager who will be able to arrange for our Customer Technology team to support you.

To learn more about the IOSS and other important changes being made EU VAT rules, visit our website at www.fedex.com/id-id/eu-vatchanges.html