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Traces NT

Search & Advanced Search
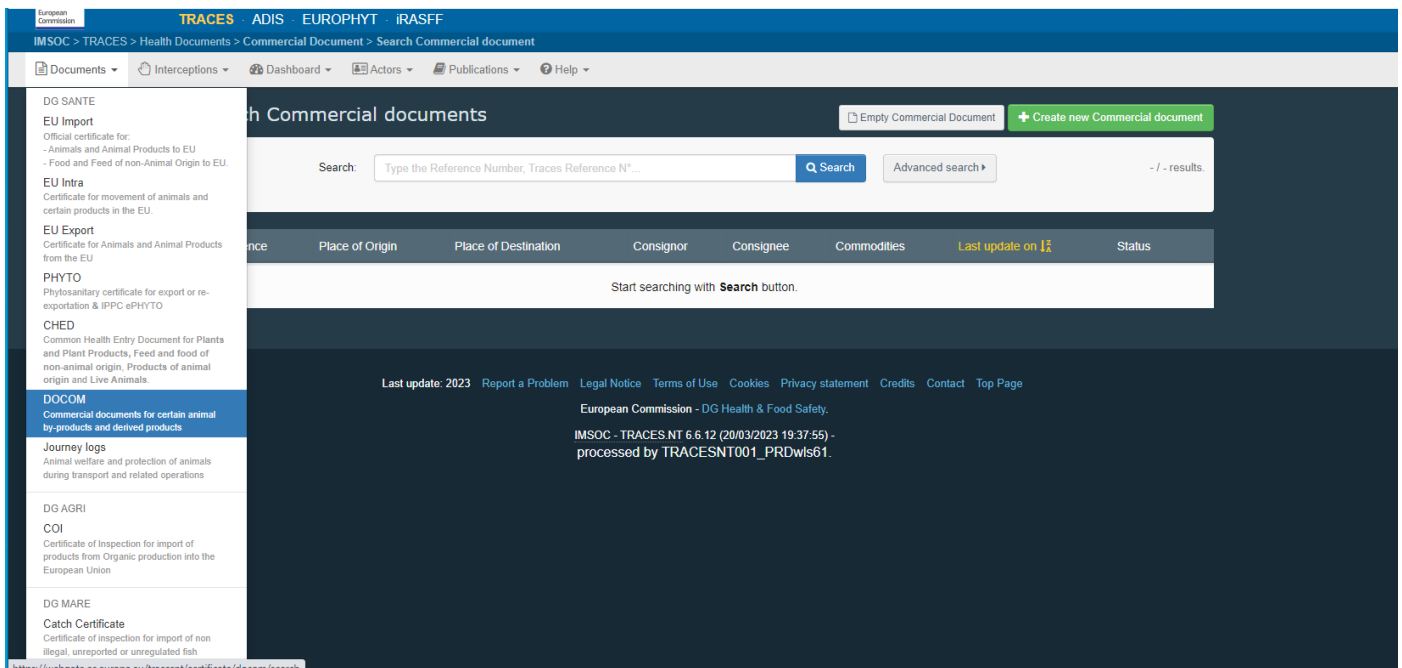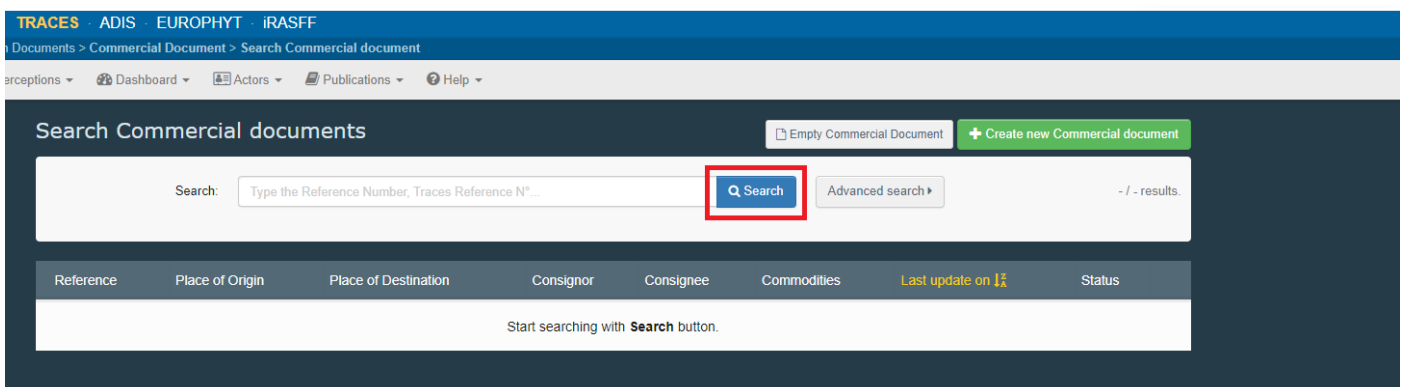
Contents

Log in to Traces NT

Click on "Documents".

Select from the drop down list, the type of certificate you want to search for. (DOCOM was selected in this example).

If you click on "Search" and leave the search bar blank, all DOCOM's that you are named in will appear in chronological order below the search bar.

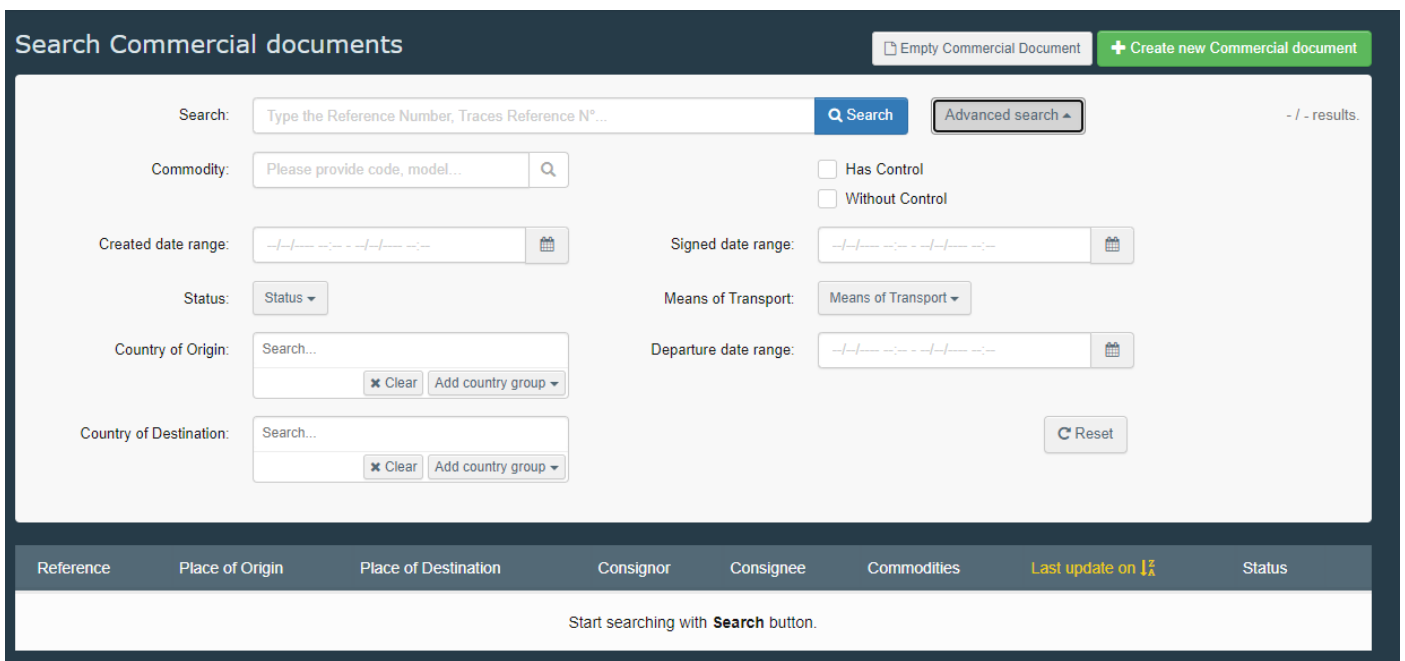You can also type the name of a specific operator into the search bar.

Using the Advanced search

You can choose to use any or none of the search criteria in the Advanced Search.
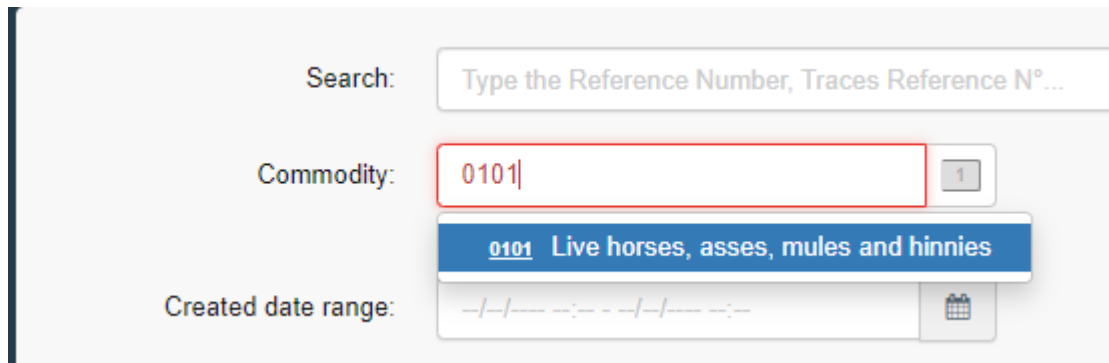
Click on "Advanced Search"
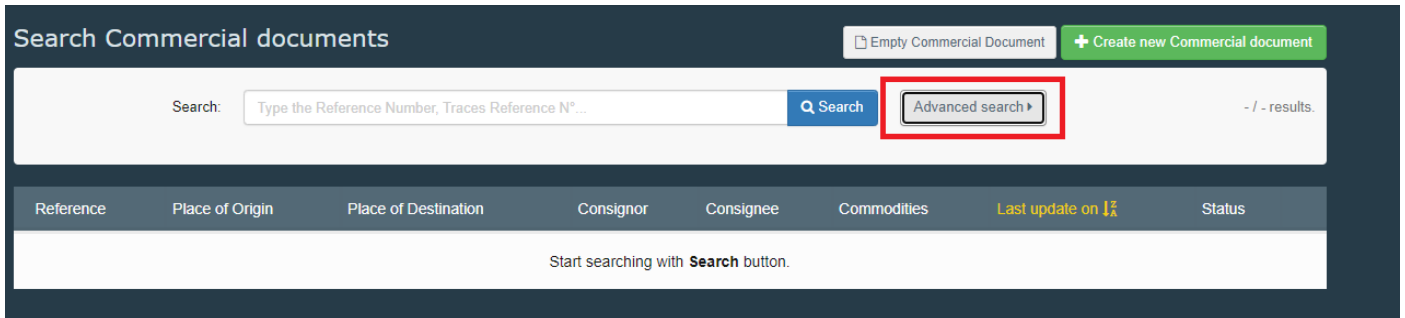
You will be presented with a selection of fields which will enable you to refine your search.
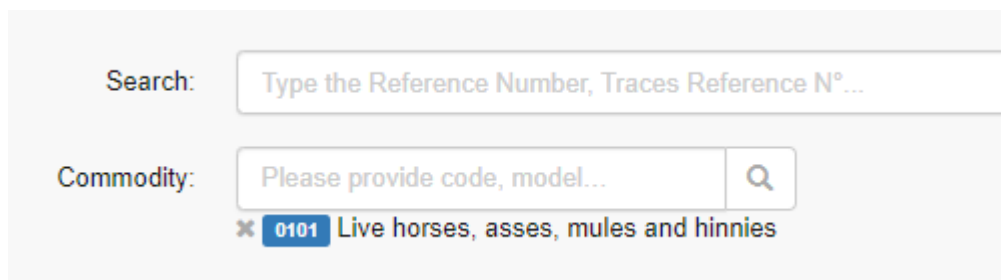
"Commodity"

You can type in the first 4 digits of the commodity CN code, in this case 0101, then select from the dropdown options.

"Created date range".

Click into the search box and a calendar will be displayed.

You can choose to select single dates or from-to dates by clicking on the dates on the calendar.
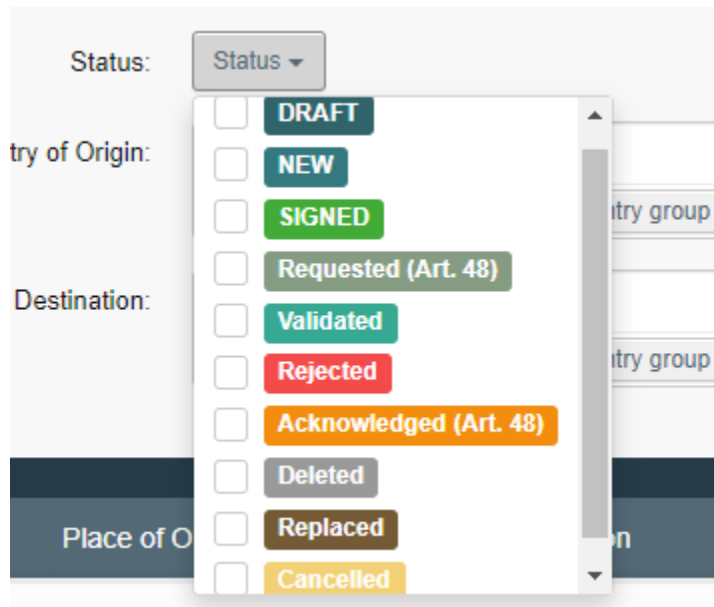
You can also choose any of the preprepared options from the list on the left.
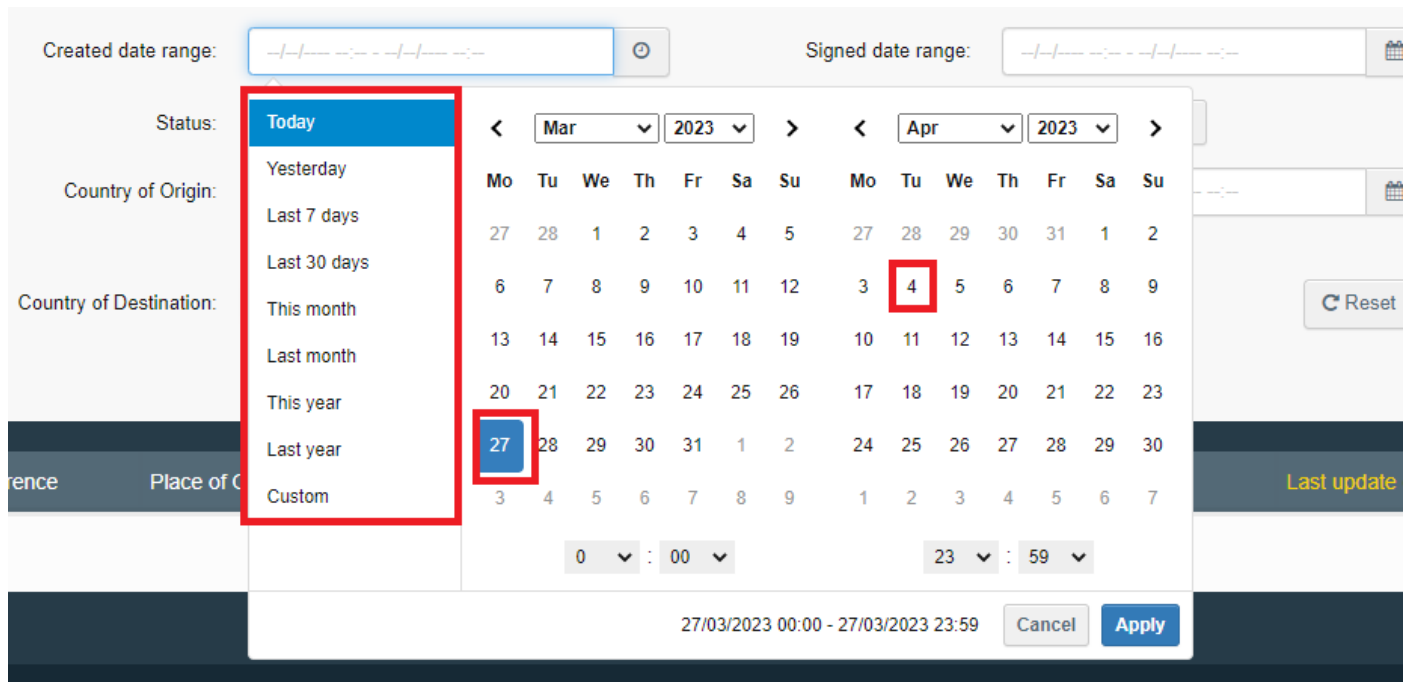
"Status"

Click the dropdown arrow and select the status of the document you wish to search for, multiple selections can be made.
(If left blank, certificates with all the listed status's will be searched for)
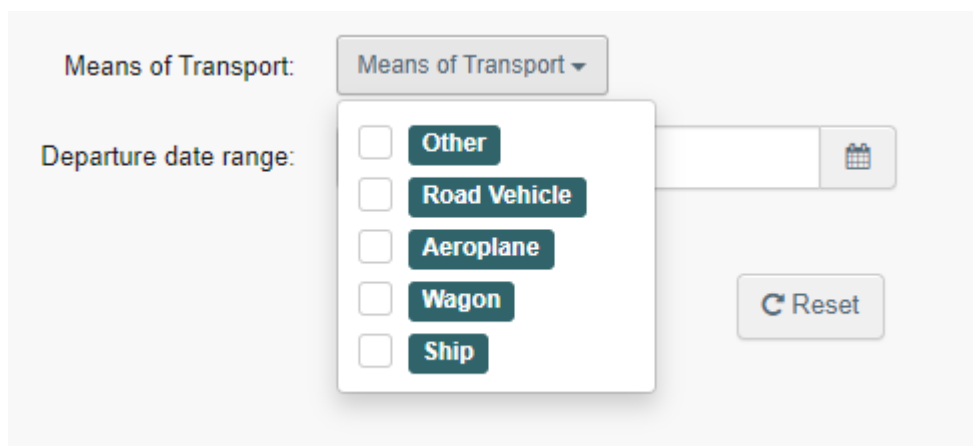
"Country of Origin"

&

"Country of Destination"

Click into the field and start typing in the country name, then select from the dropdown menu.
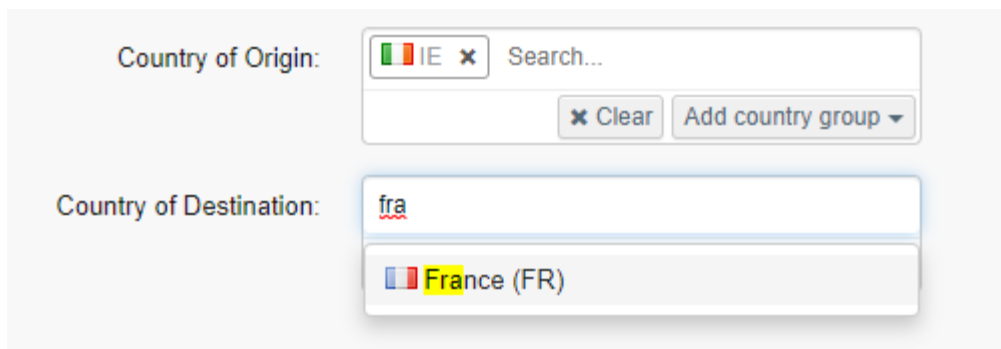
"Means of Transport"

Click on the dropdown arrow and select the transport type.
(If left blank, certificates with all transport types will be searched for)

"Signed Date range".

&

"Departure date range".

Click into the search box and a calendar will be displayed.

You can choose to select single dates or from-to dates by clicking on the dates on the calendar.

You can also choose any of the preprepared options from the list on the left.

After you have chosen your criteria, click on Search, any results will be listed below the search box.

To clear your selections click on "Reset"