

# DPD Courier Deliveries

## DPD Contacts

Who	Department	Email	Phone
Joy	Account Manager		0121 275 7384
Platinum Service	Customer Service	platinum@dpdgroup.co.uk	01212754815

DPD Euro Central direct number 0141  
4780739

## DPD System Details

DPD's Booking and tracking system is available here:

<https://www.dpd.co.uk/umslogon/public/doLogon.do>

Login information is stored in **Courier Details collection** in the **Password Vault**.

## Manually Booking on Delivery's on DPD's System

TODO

Booking a There to Here Delivery, There to There Delivery (Pick up from customer, delivery to another address)

TODO

# International Fees

Country	Zone	Classic Rate	Express Pak Rates
Germany	1	£9.84	£8.51
France	1	£11.63	£10.35
Netherlands	1	£9.20	£8.44
Belgium	1	£9.10	£8.65
Luxembourg	1	£9.71	£9.10
Austria	2	£11.91	£9.98
Denmark	2	£13.36	£11.87
Switzerland	2	£13.26	£12.04
Czech Republic	3	£10.95	£9.50
Italy	3	£13.26	£12.21
Slovakia	3	£12.37	£9.55
Spain	3	£12.75	£10.42
Finland	4	£19.68	£16.69
Portugal	4	£13.91	£10.38
Sweden	4	£16.10	£13.78
Poland	4	£11.87	£9.90
Estonia	4	£15.35	£12.05
Croatia	4	£19.03	£15.20
Hungary	4	£11.99	£9.95
Slovenia	4	£14.00	£10.20
Lithuania	5	£13.05	£11.50
Latvia	5	£14.26	£12.50
Norway	5	£20.98	£17.98
Iceland	5	£34.45	£26.39
Bulgaria	5	£20.24	£15.94

Romania	5	£19.65	£16.01
Greece	5	£24.38	£18.47

# Exporting Goods / Delivery Outside the UK

## Booking an Export On DPD

1. Log on to mydpd
2. Select 'Shipping' Along the top bar
3. Select the country you are exporting good to
3. Complete the address, contact name, email address and telephone number
4. Click Customs Information Button
5. We are the 'Exporter' so fill in the details with our address details
6. Our EORI number is GB878098854000 / Our VAT number is 878098854
7. On the Right-Hand side - fill in the following details -
  - Reason for Export - Sale
  - Shipping Freight - 0.00
8. Complete the 'Importer' address details
9. You will need to have the EORI number relating to the country you are exporting to along with the company vat number
10. Click the 'Product Details' button
11. This is a description of the goods we are Exporting - we need to add Commodity code
12. Search this on google e.g - Commodity code for leaflets
13. Enter the Commodity number, the number of parcels and the value of the order e.g £100  
[Commodity code 4802690000: Other - UK Integrated Online Tariff - GOV.UK \(trade-tariff.service.gov.uk\)](#)
14. Click 'Save' All being well, you will have the option to print the label and the Export documents.

Screen Shots -

Help | Logout

MyDPD
Shipping
Collections
Deliveries
Pickup Returns
Address Book
Depot Finder

Create Shipment
Shipment Review
Imports
Import Activity
Tools
Delivery Delivery Search

**Create Shipment**
**MATICSERVICES**

ⓘ To proceed, correct the following issue: Notification Text must be a valid Telephone number

**Customs Information**

<p>Type * <input type="text" value="Commercial"/></p> <p>No. of Items <input type="text" value="1"/></p> <p>International Billing Terms <input type="text" value="Delivered at Place"/></p> <p>Invoice Reference <input type="text" value="934391"/></p>	<p>Reason for export * <input type="text" value="Sale"/></p> <p>Total Weight (kg) <input type="text" value="1"/></p> <p>Shipping/Freight Cost (GBP) <input type="text" value="0.00"/></p>
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**Exporter**

Country * <input type="text" value="UNITED KINGDOM"/>
Postal/Zip Code * <input type="text" value="ML5 4XD"/>
Organisation/Name <input type="text" value="MATIC MEDIA"/>
Address 1 * <input type="text" value="9-11 HAGHILL ROAD"/>
Address 2 <input type="text"/>
City * <input type="text" value="MOTHERWELL"/>
County/State <input type="text"/>
Contact <input type="text" value="FRANCES"/>
Telephone <input type="text" value="08442092274"/>
Shipper's EORI No * <input type="text" value="GB878098854000"/>
Shipper's VAT No <input type="text" value="878098854"/>
Destination Tax ID/Reg No <input type="text"/>

\*\* Mandatory information needed to contact the receiver where duties/tax are payable before delivery (email or phone number)

**Importer**

Country * <input type="text" value="REPUBLIC OF IRELAND"/>
Postal/Zip Code <input type="text" value="V94 X2DT"/>
Organisation/Name <input type="text" value="SCHUH"/>
Address 1 * <input type="text" value="UNIT 07X"/>
Address 2 <input type="text" value="THE CRESCENT"/>
City * <input type="text" value="LIMERICK"/>
County/State <input type="text"/>
Contact * <input type="text" value="STUART"/>
Telephone ** <input type="text" value="07549099313"/>
Email ** <input type="text" value="STUART@CLAROPRINT.CO.UK"/>
<input checked="" type="radio"/> Business
Importer's EORI No * <input type="text" value="IE8272987T"/>
Importer's VAT No <input type="text" value="8272987"/>
<input type="radio"/> Consumer
Importer's PID No <input type="text"/>

-< Delivery Details
Clear
Print Later
Print Now
Product Details ->

ALL ORDERS AND CONTRACTS FOR THE SUPPLY BY DPD OF CARRIER SERVICES SHALL BE GOVERNED BY ITS STANDARD [TERMS & CONDITIONS](#) OF TRADING.  
 DPD is a trading division of DPDgroup. Registered office: PO Box 6979, Roebuck Lane, Smethwick, West Midlands, B66 1BN. Registered in England and Wales No 732993

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Shipping
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Pickup Returns
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**Create Shipment**
**MATICSERVICES**

ⓘ To proceed, correct the following issue: Notification Text must be a valid Telephone number

Package	Description	Total Value (GBP)	
			<p><b>Product Detail</b></p> <p>Package Number * <input type="text" value="1"/></p> <p>Product Code <input type="text"/></p> <p>Enter product identifier (SKU)</p> <p>Product Type <input type="text" value="LEAFLETS"/></p> <p>For example women's bags/men's shoes</p> <p>Detailed Description * <input type="text"/></p> <p>For example men's patent leather shoes</p> <p>Product Composition <input type="text"/></p> <p>For example woven 100% silk</p> <p>Country of Origin * <input type="text" value="UNITED KINGDOM"/></p> <p>Commodity Code * <input type="text" value="49019900"/></p> <p>Enter commodity Code</p> <p>Product Unit Weight (kg) * <input type="text" value="1.00"/></p> <p>The maximum total weight per package is 30kg</p> <p>Product Quantity * <input type="text" value="1"/></p> <p>Quantity of product items for this parcel</p> <p>Product Unit Value (GBP) * <input type="text" value="100.00"/></p> <p>Product Total Value (GBP) 100.00</p>

Total Value (GBP) 0.00  
 Shipping/Freight Cost (GBP) 0.00

New
Cancel
Save

-< Customs Information
Clear
Print Later
Print Now

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TODO

## Common Commodity Codes

Search for - commodity code for leaflets

## EORI Number

GB878098854000

## Editing an Export When in Transit

# Tracking DPD Deliveries inside the Matic Track

TODO

# Tracking Deliveries on DPD's Website

TODO

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