

Intrastat SDF – file format and upload

January 2023

This guide describes how to set up the SDF file format, and how to import the file into IDEP.web. Find more guides at: www.dst.dk/intraidep-en

The file only contains information about the item number / item lines. Each item number/ item lines must contain a certain number of fields.

How to construct the file format:

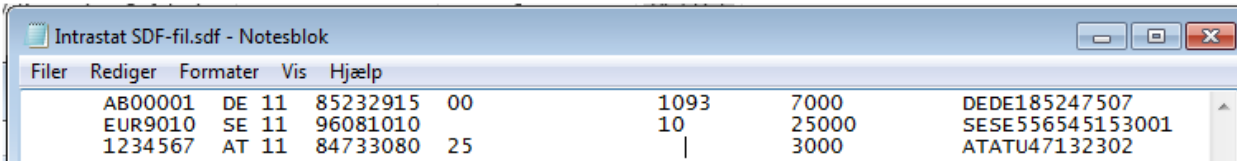
ORDER	IDENTIFIER	COMPLETING	POSITION	LENGTH
1	REFERENCE NO.	The internal reference number of the item. If no number, enter zeroes or spaces.	6	10
2	PARTNER COUNTRY	See your partner's country code at www.dst.dk/intrastat-en . Country codes consist of two letters. The country code DK must not appear in the file.	16	2
3	NATURE OF TRANSACTION(*)	See transaction types at www.dst.dk/intrastat-en	19	2
4	GOODS CODE(*)	The 8-digit goods code, see the CN8 nomenclature at www.dst.dk/varekoder-en .	23	8
5	NET MASS(*)	Weight of the item in whole kg. Round up to at least 1 kg. If the goods code does not require weight, enter only zeros or spaces.	32	15
6	SUPPLEMENTARY UNITS(*)	If the goods code requires it, add additional quantity. If the goods code does not require additional quantity, enter only zeros or spaces.	47	10
7	INVOICE VALUE	Invoice value in DKK	57	15
8	COUNTRY OF ORIGIN(*)	Country of origin (reported for export only).	72	2
9	PARTNER VAT.NO.	Partner VAT number (reported for export only).	74	20

(*): For Group 2 – Export, this information is voluntary from February 2023.

New declarants in Group 2 - Export can omit the information from January 2023

Note that the file format **must** contain all fields (1-9). The order or length of the fields must **not** be changed. If the field is optional, it can be left blank.

The following is an example of the default format of a SDF file:



```

AB00001 DE 11 85232915 00      1093      7000      DEDE185247507
EUR9010 SE 11 96081010      10        25000     SESE556545153001
1234567 AT 11 84733080 25      |         3000      ATATU47132302
  
```

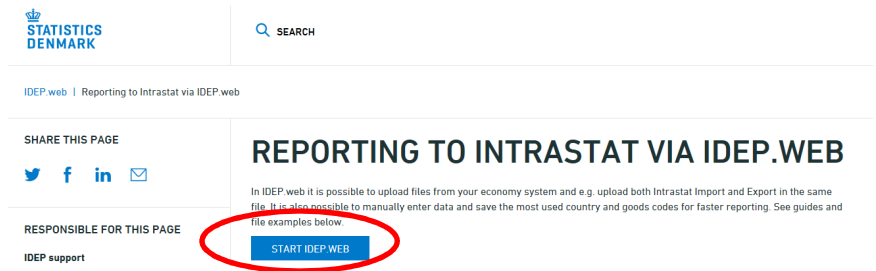
Each field has a starting position and a length in every item line.

FELT NR.	1	2	3	4	5	6	7	8	9
TEGN	1	2	3	4	5	6	7	8	9
VARELINJE	A	B	0	0	0	1	D	E	1
	8	5	2	3	2	9	1	5	0
	0	0	0	0	0	0	1	0	9
	3	7	0	0	0	0	0	0	0
	D	E	D	E	1	8	5	2	4
	7	5	0	7					

For example, *field 1* (reference no.) starts in position 6 and has a length of 10 signs. *Field 2* (Partner country) starts in position 16 and has a length of 2 signs and so forth.

Start IDEP.web

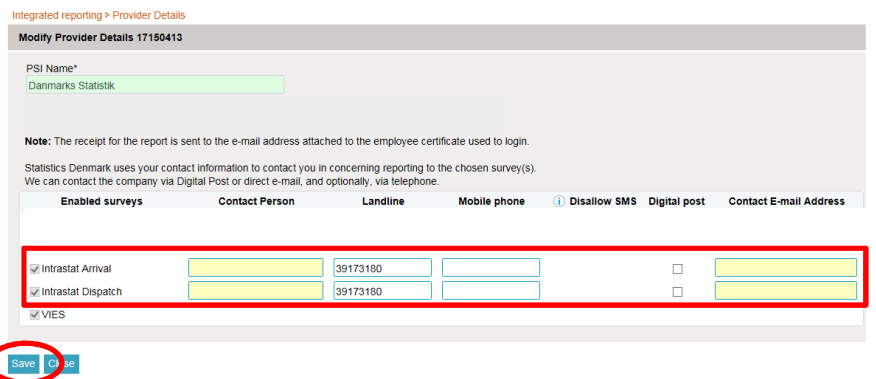
Go to www.dst.dk/intraidep-en and click on **Start IDEP.web**. Log in with your NemID employee certificate.



Modify Provider Details

The first time you log on IDEP.web, you need to fill out the required provider details information. All the yellow fields must be filled in. The fields may be pre-filled with information from Statistics Denmark. You can correct or update information.

If you wish to receive correspondence from Statistics Denmark via digital post, check **Digital post**.

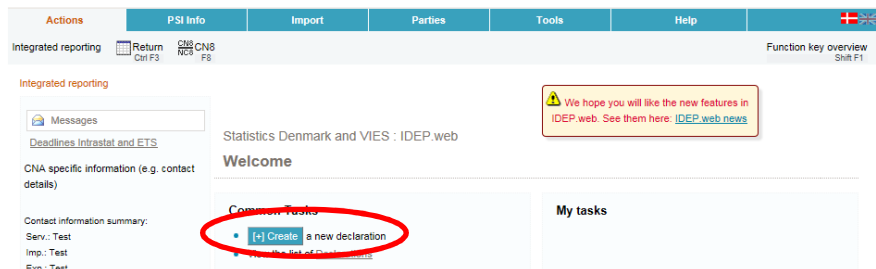


Note: At this time, it is not possible to receive an SMS reminder for Intrastat.

Click on **Save**, when you are finished.

Upload file

Click on **[+] Create a new declaration** on the start page.



Add return Header

Choose survey – **Intrastat Arrival** or **Dispatch**.

Choose **Import data from file**.

Use the drop-down menu to choose the period.

Click on **Continue**.

Add Return Header

1. Choose survey:

Intrastat Arrival

Intrastat Dispatch

Multi-PSI-import/Upload files
Choose this option if you wish to import a file which contains one or more CVR/SE numbers, periods and flows (flows only apply to Intrastat)

[Multi-PSI-import](#)

2. Choose declaration type:

Import data from file

Nil declaration

Manual data entry

Replacement Declaration

Note: Nil declaration
Choose this option if you have nothing to declare for a specific period and flow.

3. Choose period:

Statistical Period*

202101 January 2021

[Continue](#) [Close](#)

Use the drop-down menu to choose the import format **Intrastat SDF-fil**.

Import

Line (Return Header 002720, Export 202101)

Note: You can upload Intrastat and International trade in services files for several flows, periods and declarants via [multi import](#)

Name*

[Proceed with import](#) [Cancel](#)

Click on **Choose file** to locate your file and on **Upload** to import it.

Click on **Proceed with import**.

Import

Line (Return Header 002720, Export 202101)

Note: You can upload Intrastat and International trade in services files for several flows, periods and declarants via [multi import](#)

Name* [Show format](#)

C:\...\Intrastat SDF-fil.sdf

[Choose file...](#) [Upload](#)

[Proceed with import](#) [Cancel and go back to return overview](#)

The file will be uploaded to IDEP.web. If everything is ok, status will be **Can be approved**.

Click on **Go to declaration list**.

If Status is **Failure** – go to the section **Failure** in this guide.

	File	Status	Action	Instruction
15855	Intrastat SDF-fil.sdf 002717, Export 202101	Can be approved		Import lines, Intrastat SDF-fil, Export, 002717

[Go to declaration list](#)

Click on **Approve** to submit your declaration.



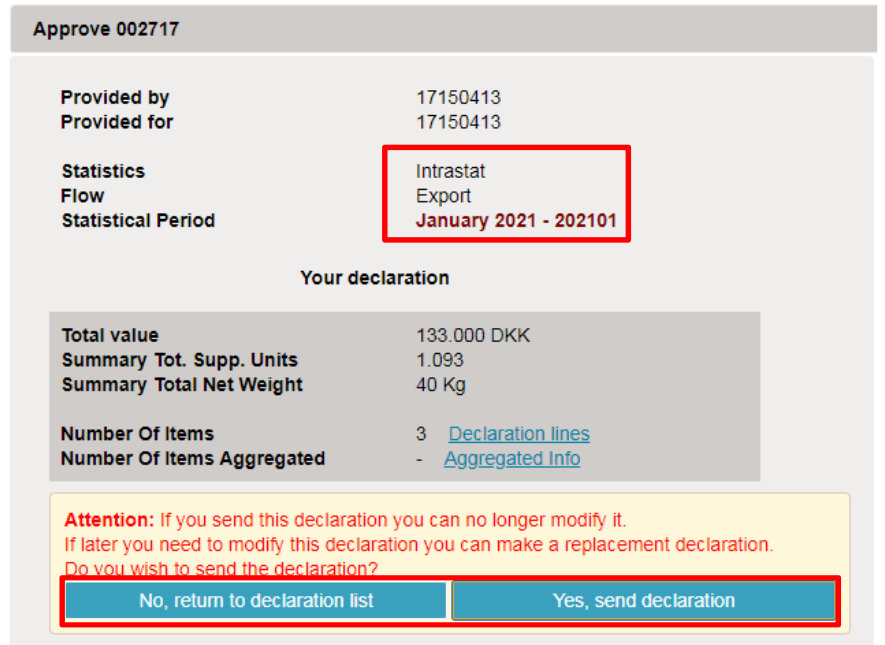
Submit declaration

When you click on **Approve**, a summary of your declaration will be shown.

Please check that the declaration is for the correct flow (Import or Export) and statistical period. If you are satisfied with the summary, click on **Yes, send declaration**. If not, click on **No, return to declaration list**.

Receipt

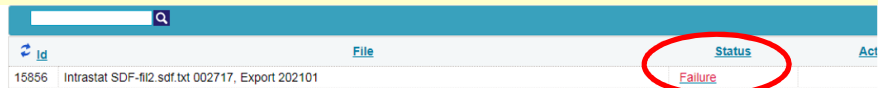
The declaration receipt will be sent to the e-mail address connected to your digital employee certificate.



Failure

If there is something wrong in the declaration, the status will be **Failure**.

Click on the word **Failure** to go to the import-log.



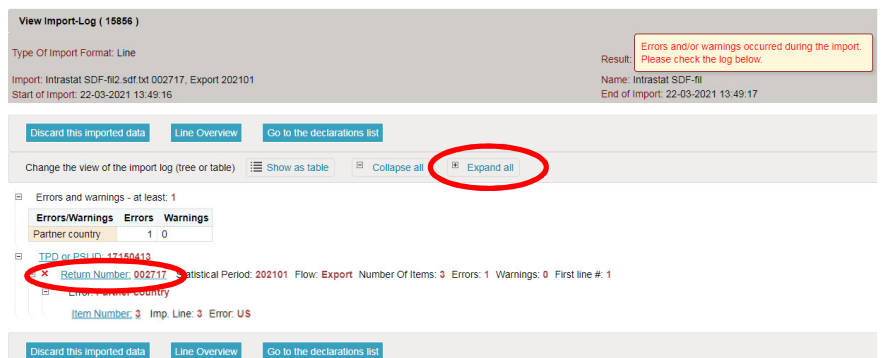
View Import-log

In the Import-log you can see the results of your import.

Click on **Expand all** to see details.

Click on the **Return Number** to open your declaration.

If the declaration contains warnings, please see the guide **Warnings in Intrastat IDEP** which can be downloaded from www.dst.dk/intraidep-en

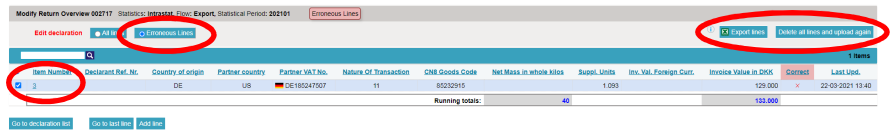


Click on **Erroneous Lines** to see a list of only lines with errors.

Click on the first item number to open the item post.

Use **Delete all lines and upload again**, if you want to upload a new file instead.

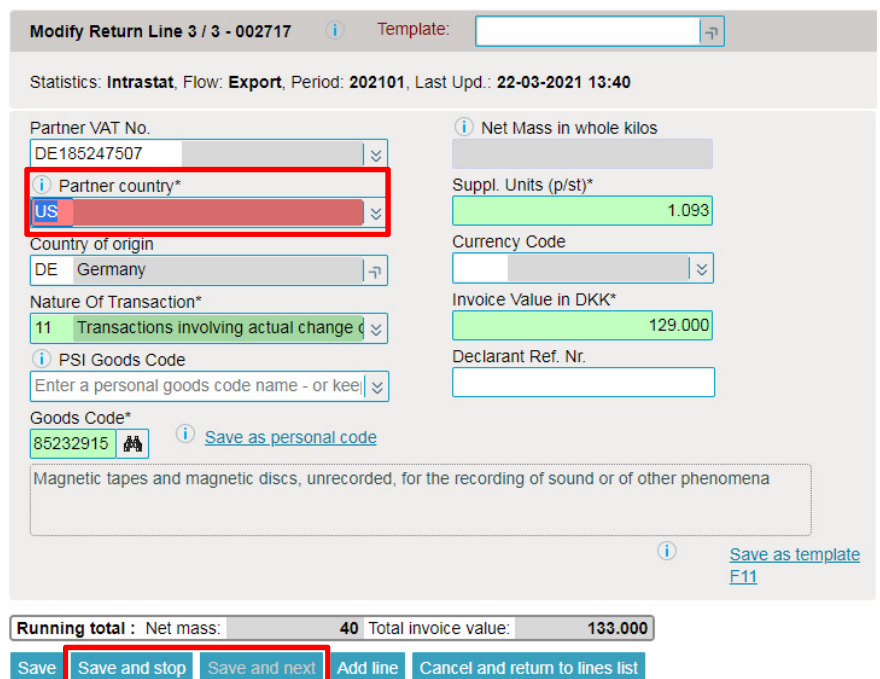
Click on **Export lines** to export your declaration to an Excel line file with a description of the errors. You can then correct this file and upload it again.



Red/yellow fields need to be corrected/filled out so they turn green. White fields are voluntary. If you wish to delete the post, choose **Delete** in the **Actions** menu.

Correct the item post and click on **Save and next** to go to the next erroneous line.

Click on **Save and stop** after the last correction.



Note: Remember to approve your declaration.

