HMRC - TOBPMMLS8000 - Record Keeping

As a condition of the licence records should be kept regarding the regulated activity.

details of purchase orders for the tobacco products manufacturing machinery (and parts)

sales invoices of any tobacco products manufacturing machine or machine parts

delivery and transportation notes for any tobacco products manufacturing machinery or machine parts

details of any destruction of tobacco products manufacturing machinery

sales records including customer ULNs

details of the tobacco products manufacturing machinery specific identification number

import and export details

Records should be retained for six years.

(This content has been withheld because of exemptions in the Freedom of Information Act 2000)

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