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11 July 2013  
Riga

Regulation No. 114

## **REGULATION FOR COMPILING THE "QUARTERLY REPORT ON TRANSPORTATION AND INTERMEDIARY SERVICES (3-MB)"**

Passed pursuant to Paragraph 2 of Article 39 of the Law "On the Bank of Latvia"

### **I General Provisions**

1. The regulation establishes the procedure to be used by a company registered in the Republic of Latvia (hereinafter, the company) for compiling and submitting the "Quarterly Report on Transportation and Intermediary Services (3-MB)" (Appendix; hereinafter, the report) and the report submission timeframe.

2. Terms used in the regulation:

2.1. non-residents – all institutions registered abroad and private persons whose households are located outside the territory of the Republic of Latvia or who have arrived to stay in the Republic of Latvia for a period of less than one year (except students) as well as foreign diplomatic and consular representative offices, those of international organisations and other representative offices in the Republic of Latvia;

2.2. residents – all institutions, including the foreign ones, registered and operating in the Republic of Latvia, and private persons whose households are located in the Republic of Latvia and who do not leave the territory of Latvia for a period over one year (except students), as well as diplomatic, consular and other representative offices of the Republic of Latvia abroad;

2.3. intermediary services – organisation of transportation services and making payments, provided that the person organising transportation services and making payments is not a receiver or provider of such transportation services;

2.4. transportation services – carriage of passengers, transportation of cargoes, rental of vehicles for passenger carriage and cargo transportation, repair of vehicles, supplies for vehicles as well as other transportation services (e.g. loading and unloading of cargoes, port and airport services, air traffic control services, agency services related to passenger and cargo transportation, exploitation of railways, storage of all kinds of goods, customs clearance, freight processing activities, technical maintenance and regular repair of a vehicle as well as other transport support and auxiliary services);

2.5. vehicle supplies – provision of goods (fuel, food stuffs and other) necessary for vehicle operation;

2.6. repair of vehicles – costs of repair of a vehicle that increase its value.

3. The information provided in the report is necessary to ensure the preparation of balance of payments statistics consistently with the international standards and the legislation of the European Union, including that of the European Central Bank.

4. The Bank of Latvia may disclose the information provided in the report to the institutions referred to under Paragraph 2 of Article 40 of the Law "On the Bank of Latvia" subject to the requirements stipulated in the above law.

## **II The procedure for preparing and submitting the report and the report submission timeframe**

5. The report shall be prepared and submitted by a company that has rendered or received transportation services or rendered intermediary services.

6. The report shall be compiled for the first quarter (1 January–31 March), the second quarter (1 April–30 June), the third quarter (1 July–30 September), and the fourth quarter (1 October–31 December) and submitted to the Bank of Latvia by the 25th date of the month following the end of the respective reporting quarter in the form of a paper document or as an electronic file in compliance with the Bank of Latvia regulation stipulating the procedure for the electronic exchange of information with the Bank of Latvia.

7. The report shall include the information on transportation and intermediary services rendered to a non-resident or received from a non-resident in the reporting quarter regardless of when the payment for these services is made or received.

8. The amounts shall be stated in whole euro in the report.

9. Where an error has occurred in any of the previous reports, the report for the respective reporting quarter shall be resubmitted including complete information.

## **III The procedure for filling in the report**

10. The section "Transportation services rendered" of the report shall be filled in, if:  
10.1 the company has performed international carriage of passengers, rented a vehicle to a non-resident for the carriage of passengers or transportation of cargoes, provided supplies to a non-resident's vehicle as well as rendered other transportation services to a non-resident receiving the payment for these services directly from the non-resident;

10.2 the company has performed the transportation of cargoes imported to Latvia and/or of imports of goods to Latvia from other countries of the European Union (provided that the cargo has crossed the border of the Republic of Latvia), the transportation of cargoes exported from Latvia and/or of exports of goods from Latvia to other countries of the European Union (provided that the cargo has crossed the border of the Republic of Latvia), the transportation of transit cargoes via Latvia (provided that the cargo has crossed the border of the Republic of Latvia), and the transportation of non-residents' cargoes abroad regardless of whether the cargo is owned by the company itself, a resident or a non-resident, and regardless of whether the payment for the transportation of this cargo is received from another resident or a non-resident.

11. The item "Cargo transportation" of the report's section "Transportation services rendered" shall be filled in regardless of whether the cargo is owned by the company itself, another resident or a non-resident, and regardless of whether the payment for the transportation of this cargo is received from another resident or a non-resident.

12. The section "Transportation services received" of the report shall be filled in, if the company has rented a vehicle from a non-resident for the carriage of passengers or

transportation of cargoes, if the non-resident has performed repair of the company's vehicle as well as if the company has received supplies for the vehicle and other transportation services from the non-resident, paying the non-resident directly for these services.

13. The section "Intermediation between a resident and non-resident" shall be filled in, if:

13.1. the company has rendered forwarding, agency and other intermediary services to a non-resident for the transportation of non-resident's cargoes performed by a resident, for supplies for non-resident's vehicle as well as for other services to a non-resident (including the commission received) rendered by a resident;

13.2. the company has rendered forwarding, agency and other intermediary services to a resident for the transportation of resident's cargoes performed by a non-resident as well as for other services to a resident (including the commission received) rendered by a non-resident.

14. Upon filling in the item "Services rendered to a non-resident" of the report's section "Intermediation between a resident and non-resident", the payment received shall be stated including the commission received.

15. The section "Intermediation between non-residents" of the report shall be filled in, if the company has performed forwarding, agency or other intermediary services between non-residents.

#### **IV Final provisions**

16. The Bank of Latvia Regulation for Compiling the "Quarterly Report on Transportation and Intermediary Services (3-MB)" approved by the Bank of Latvia Resolution No. 107/9 on 13 November 2003 "On Approving the "Regulation for Compiling the "Quarterly Report on Transportation and Intermediary Services"" in a new edition shall be applicable to the compiling of report for the fourth quarter of 2013. The report herein shall have been submitted to the Bank of Latvia by 24 January 2014.

17. The Bank of Latvia Council Resolution No. 107/9 of 13 November 2003 "On Approving the "Regulation for Compiling the "Quarterly Report on Transportation and Intermediary Services"" in a new edition shall be deemed invalid (*Latvijas Vēstnesis*, 2003, No. 167).

18. The regulation shall take effect on 1 January 2014.

Bank of Latvia Governor

I. Rimšēvičs

### Quarterly Report on Transportation and Intermediary Services (3-MB)

\_\_\_ quarter of \_\_\_

\_\_\_\_\_  
Name of company

\_\_\_\_\_  
Registration No.

\_\_\_\_\_  
Legal address

\_\_\_\_\_  
Mailing address

#### 1. TRANSPORTATION SERVICES RENDERED

	Line code	Road transport	Rail transport	Air transport	Sea transport	Pipeline transport
A	B	1	2	3	4	5
International carriage of passengers	1010					x
Rentals of vehicles to non-residents for carriage of passengers						
with crew	1021					x
without crew	1022					x
Transportation of cargoes						
cargoes imported to Latvia and imports of goods to Latvia from other countries of the European Union	1031					
cargoes exported from Latvia and exports of goods from Latvia to other countries of the European Union	1032					x
transit cargoes via Latvia	1033				x	
transportation of non-residents' cargoes abroad	1034					x
Rentals of vehicles to non-residents for transportation of cargoes						
with crew	1041					x
without crew	1042					x
Supplies for non-residents' vehicles	1050					x
Other transportation services rendered to non-residents	1060					

## 2. TRANSPORTATION SERVICES RECEIVED

	Line code	Road transport	Rail transport	Air transport	Sea transport	Pipeline transport
A	B	1	2	3	4	5
Rentals of vehicles from non-residents for carriage of passengers						
with crew	2011					x
without crew	2012					x
Rentals of vehicles from non-residents for transportation of cargoes						
with crew	2021					x
without crew	2022					x
Repair of vehicles performed by non-residents	2030					
Supplies for vehicles performed by non-residents	2040					x
Other transportation services performed by non-residents	2050					

### 3. INTERMEDIATION BETWEEN ANOTHER RESIDENT AND A NON-RESIDENT

	Line code	Road transport	Rail transport	Air transport	Sea transport	Pipeline transport
A	B	1	2	3	4	5
Services rendered to a non-resident						
transportation of non-resident's cargoes performed by a resident	3011					
supplies for non-resident's vehicles performed by a resident	3012					x
other transportation services rendered by a resident to a non-resident	3013					
Services rendered to residents						
transportation of resident's cargoes performed by a non-resident	3022					
other transportation services rendered by a non-resident to a resident	3023					

#### 4. INTERMEDIATION BETWEEN NON-RESIDENTS

	Line code	Road transport	Rail transport	Air transport	Sea transport	Pipeline transport
A	B	1	2	3	4	5
Commission	4010					

Prepared by: \_\_\_\_\_ / \_\_\_\_\_  
                                 (name, last name)   (phone number)

\_\_\_\_\_ / \_\_\_\_\_  
                                 (e-mail address)   (submission date)