



## Information sheet on HVF accounts for foreign vehicles

### 1 Who needs a HVF account?

For the payment of the fee owners of foreign vehicles equipped with a HVF monitoring device are obliged to open a HVF account with the Federal Office for Customs and Border Security FOCBS. For foreign vehicles without a HVF monitor the FOCBS accepts with gas station credit cards a simple and traditional mean of payment. The opening of a HVF account is voluntary.

### 2 Invoicing

All foreign vehicle owners who have a HVF account will be invoiced once per month for the fee due for the preceding calendar month. Invoices are payable within 30 days net. HVF invoices can be sent to an address other than the vehicle owner's address. However, only the vehicle owner may be the account holder.

### 3 Payments

Payments must be made exclusively in Swiss francs to the the Federal Office of Customs and Border Security, 3003 Bern. In order to ensure efficient processing it is important to mention your HVF account and the invoice number in any correspondence with the Customs Administration. Any costs are chargeable to the account holder.

With a [Debit authorization \(LSV\)](#), you authorize the FOCBS to debit your bank account directly with the fee. You can only do this if you have an account at a bank based in Switzerland.

### 4

#### Method of payment

Giro account 30-704-6

Bank account ~~SNB~~ National Bank 3003 Bern 5100 0220 2

BIC SNBZCHZZ80A

Account 15100.02202

### 5 Enrolment

The ["Request to open a HVF account"](#) must be fully completed. It must be sent to the Federal Office for Customs and Border Security, Division Finance, Support, Taubenstrasse 16, 3003 Bern. For vehicles which are to be equipped with a HVF monitoring device, the application for the account must be sent together with the ["Order form for the On Board Unit for the distance-related heavy vehicle fee \(HVF\)"](#) to the FOCBS, Division Traffic Charges vehicles licensed abroad, Taubenstrasse 16, 3003 Bern.

### 6 Security

A security shall be provided for the average fees for which payment is outstanding. The amount of the security is determined by an estimate made by the owner of the vehicle. For newly opened HVF accounts and for account holders whose record does not show any irregularities in money transfers, the amount of the security is calculates as follows:

Max. authorised total weight in tonnes	x	Estimate average kilometer for one month	x	Tariff* according to fee category (FC) in CHF	=	Fee for one month in CHF	=	Security rounded up to the next thousand CHF
	x		x		=		=	

\*) depending on the vehicle:      EURO 0 to 5      FC1      CHF 0.0307 per t/km  
   EURO 6      FC3      CHF 0.0226 per t/km

## 7 **Provision of security**

The minimum security is 1'000.00 CHF.

The FOCBS checks at regular intervals the amount of the security based on the fees payable in the past few months. In case of irregularities in money transfers concerning the HVF, the FOCBS will require an increase of the security for the average fees for which payment is outstanding. The FOCBS also reserves the right to close HVF accounts, which have only a low turnover. The security may be lodged in one of the following ways:

- Cash deposit (no interest payable) by transfer to our account (see 4)
- [General guarantee](#) issued on form 22.10 by banks or insurance companies based in Switzerland and which fall under the supervision of the Swiss Federal Banking Commission or are listed in the register of private insurance institutions supervised by the Confederation. The guarantor must send these guarantees directly to the FOCBS, Division Finance, CSP/HVF, Taubenstrasse 16, 3003 Bern. A fee of 30.00 CHF will be charged to accept the guarantee.

## 8 **What happens after a HVF account has been opened?**

As soon as the CSP/HVF have received the application for a HVF account together with the required security, you will receive written notification of your HVF account number.

Officials at the customs offices do the attribution of vehicles to the HVF account. If the owner's address in the vehicle's papers cannot be clearly and without misunderstanding matched with the HVF account holder's address, attribution will only be made on presentation of a [written authorisation from the HVF account holder](#).

Once a vehicle has been attributed to a HVF account, payment may be made using the HVF account option, which is available at the clearance terminal.

## 9 **Can other vehicle owners use the HVF account?**

An account holder may authorise third parties to charge fees to his HVF account until further notice. The [authorisation](#) must be in writing and must be presented at the customs office (see para 8 above). When giving this authorisation the account holder becomes liable for all the fees charged to his account. Furthermore, all the conditions governing the security under 6 and 7 shall apply.

## 10 **What cannot be charged to the HVF account?**

The HVF account is used only to settle HVF invoices. Other charges which are levied during customs clearance (customs duty, value added tax and other dues) may not be charged to the HVF account. The centralized settlement procedure of the FOCBS (CSP) should be used for these and a separate application must be made for it.

## 11 **What happens when conditions are not complied with?**

If payment is not received by the due date or if the security is no longer sufficient, the account holder receives a reminder. If there is no response following the reminder, the HVF account is blocked and the security is cashed in. The FOCBS may also refuse passage to vehicles reentering Switzerland. The FOCBS may also seize the vehicle if the circumstances justify it.

## 12 **Contact address**

Federal Office for Customs and Border Security FOCBS,  
Finance  
Support  
Taubenstrasse 16, CH-3003 Bern  
Tel. +41 (58) 46 37640  
[info-finanzen@bazg.admin.ch](mailto:info-finanzen@bazg.admin.ch)