

## COMMISSIONING OF A SERVICE OPENING A SPECIAL PROCEDURE – OUTWARD PROCESSING

SHIPMENT NUMBER: .....

Provide us with the information we need for smooth customs clearance ↓



### ARE YOU IN POSSESSION OF A PERMIT TO USE THE PROCEDURE:

YES (please attach)     NO (we will apply on your behalf in an abbreviated manner)



### DESCRIPTION OF THE GOODS AND IDENTIFICATION DETAILS

(describe specific features – model, name, serial number, and/or provide photos of all the goods)

.....  
.....  
.....



### TYPE OF THE REPAIR SERVICE (please indicate the relevant box)

- I will pay for the costs of the repair
- I will not be charged with the repair costs; e.g. the goods are under warranty (please provide a supporting document, i.e. warranty card/agreement, correspondence with the guarantor)



### REPAIR EXECUTION PLACE: (please provide the name and address of the company if they differ from the ones on the invoice)

.....  
.....



### CUSTOMS OFFICE FINALIZING THE PROCEDURE

(if you anticipate that after repair the goods might be cleared via a different Customs Office, add its number below)

PL391010, PL443020, PL331040, PL322050, PL322010, PL451030, PL421010 or: .....



### PLANNED DATE OF RETURN AFTER REPAIR

(state the necessary time for performing the repair, missing the deadline will result in loss of the permit):

.....

Do you want to know more about Customs clearance? Check out: <https://dhlexpress.pl/en/customs-clearance-and-proces/>  
Information about special procedures, required documents and permit holder's responsibilities can be viewed here:  
<https://dhlexpress.pl/en/export-dictionary/> → **SPECIAL PROCEDURES** button

As a Contractee, we undertake to pay to DHL Express (Poland) Sp. z o.o. the fees according to the Price List for DHL International Services DHL Service Price List <sup>(1)</sup>, including Temporary Import/Export service implementation.

Date and place: .....

Name of the ordering party .....

<sup>(1)</sup> DHL International Service Price List can be viewed here: <https://dhlexpress.pl/en/>

**DHL Express - Excellence. Simply delivered.**

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