

EXPORT CUSTOMS CLEARANCE ORDER

AWB:

We will pick-up your parcel in a moment. Please provide us with the information below, so it can reach its destination smoothly and efficiently.

Remember to attach:



invoice(s)



translation



other documents (if required)



DESCRIBE THE GOODS IN DETAILS

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

(What is it? What is it made of? What is its purpose/function? Suggested tariff code – e.g.: shock absorber; made of steel; a car part, CN 8708 80 35)



PLEASE INDICATE THE RELEVANT CUSTOMS CLEARANCE TYPE ⁽¹⁾

<https://dhlexpress.pl/en/export-dictionary/> → **COURIER CLEARANCE** button → **INDIVIDUAL CLEARANCE** button

Courier Clearance

- **Allows for quick and efficient implementation of customs clearance** while maintaining a minimum of formalities.
 - **Concerns goods under:** 1000 EUR/1000 kg/per shipment.
 - **Is not allowed for shipments undergoing special procedures.**
 - Authorization for DHL is not required.
 - You do not need to have an EORI number
- <https://dhlexpress.pl/en/export-dictionary/> → **EORI** button.

With Courier Clearance you will not receive an automatic export statement.

If you need clearance confirmation, contact us according to the instructions at:

<https://dhlexpress.pl/en/export-dictionary/>
→ **COURIER CLEARANCE CONFIRMATION** button

Individual Clearance

- **Obligatory for value/weight over:** 1000 EUR/1000kg/per shipment.
- **In other instances** based on client's submitted order only.
- **Requires authorization for DHL, a valid EORI number and information below:**

Export purpose ⁽²⁾:

- Sale
- Shipping of free samples and specimens
- Special procedures:
 - Export for repairs or replacement
 - Export after repairs or replacement*
 - Export for temporary admission
 - Export after temporary admission*
 - Return of goods (including e-commerce)*

Statements confirming Customs clearance are generated by Customs authorities and **sent automatically to the e-mail addresses** given in the authorization.

If the data, on the previously submitted authorization, have changed, send us a filled out form which can be found on the website: <https://dhlexpress.pl/en/export-dictionary/>
→ **DATA UPDATE** button.

If the clearance concerns special procedure, we need additional documents. You will find detailed information here: <https://dhlexpress.pl/en/export-dictionary/>
→ **SPECIAL PROCEDURES** button

[*] If you are returning goods that had been previously imported with DHL Express, please provide **the original AWB number:**



LET US KNOW WHETHER YOU ARE EXPORTING STRATEGIC GOODS

According to the terms of carriage, DHL Express must be informed whether the parcel contains strategic goods. The lack of this information indicates that the parcel does not contain dual-use goods, goods that are listed in the arms list and those subjected to restrictions under the law on foreign trade in goods, technologies and services of strategic significance for state security and for the maintenance of international peace and security.

Tick here if you are exporting strategic goods and attach this [form](#)

You can find more detailed information at: <https://dhlexpress.pl/en/export-dictionary/> → **STRATEGIC GOODS** button



STATEMENT

I, the undersigned, as a person able to provide all the information necessary to complete the customs clearance declaration, hereby confirm the accuracy of the declared data

Name and surname / signature:



PROVIDE CONTACT DETAILS FOR THE PERSON WHOM WE MAY CONTACT

Name and surname:

Telephone number:

E-mail:

If you have any questions about Customs clearance contact us at: +48 /42 63 45 100, open week days: 7:30am – 6:30pm.

Do you want to know more about export or minimize formalities and make use of an export standing order? Check out our website:

<https://dhlexpress.pl/en/customs-clearance-and-proces/>

You can find the term and conditions of carriage, services and price list at: <https://dhlexpress.pl/en/>

⁽¹⁾ If you do not choose the clearance type, but your parcel meets all the conditions, we will clear it through Courier Clearance

⁽²⁾ If you do not state the export purpose, we will use the standard export procedure.



GIVE US YOUR DOCUMENTS AND WE WILL TAKE CARE OF THE REST

