

In order for all your shipments to reach the recipient efficiently, we need the following information from you.

Remember to attach the following documents to each shipment:



invoice(s)



translation



other documents (if required)



GOODS TO BE SHIPPED BY:

Full company name:

NIP:

EORI:

(→ providing the EORI number is not required for COURIER CLEARANCE)



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 **only**.
 - **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

- **Concerns sale of goods or shipping** of free samples and specimens.
- **Standing order is not allowed** for shipments undergoing special procedures and for strategic goods shipping.
- **Requires authorization for DHL** and valid EORI number.
- **Obligatory for value/weight over:** 1000 EUR/1000kg/per shipment.
- **In other instances** based on client's submitted order only.

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



DECLARATION CONCERNING 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.

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:

Place / date:



PROVIDE CONTACT DETAILS FOR THE PERSON WHOM WE MAY CONTACT

Name and surname:

Telephone number:

E-mail:

Do you have questions about export Customs clearance or standing order?

→ **Contact our hotline** at +48 42/ 63 45 100, open on week days between: 7:30 am – 6:30 pm

→ **Or visit our site:** <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/>



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

