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22.01.2024 London
Date City



AUTHORIZATION to act as a direct / indirect * representative

* Failure to indicate the type of authorization is tantamount to acceptance of both forms of representation

I authorize DHL Express (Poland) Sp. z o.o. (hereinafter: "DHL") with its seat in Warsaw at ul. Wirażowa 37, 02-158 Warsaw, (REGON: 012005407; NIP: 527-00-22-391) to act on behalf of the Authorizing Party, i.e.:

XYZ LTD
ROAD 1 1A 2BC LONDON
Name and seat of the Authorizing Party

EORI: PLXXXXXXXXXXXXZ VAT ID: GBXXXXXXXXX NIP: PLXXXXXXXXX

Following activities related to DHL making customs declarations of outgoing shipments on behalf of the Authorizing Party:

- To examine the identity of the goods before submitting a customs declaration,
- To prepare the necessary documents as part of the customs declaration,
- To make customs declarations on the basis of the information and documents provided,
- To secure the customs debt and to pay duties and taxes,
- To collect the goods after they are released,
- To submit applications and take actions necessary to handle customs declarations made on the basis of this authorization,
- To represent the Authorizing Party before other tax administration authorities.

This authorization covers DHL's right to substitute power of attorney. Any changes to the data of the entity or information about the withdrawal of this authorization shall be reported immediately in writing.

The Authorizing Party is obliged to:

- Pay DHL the equivalent of customs and tax duties resulting from customs declarations made by DHL, stamp duty, as well as fees resulting from the DHL International Services Price List available at: <https://dhlxpress.pl> (including the outlay commission for using DHL security) – labeled "Duties and Taxes Importer".
- Provide all information and documents necessary for the correct filing of the customs declaration. The Authorizing Party declares that the information and the documents provided are true, reliable and complete. The Authorizing Party is liable for damage suffered by DHL due to incorrect, inaccurate or incomplete information and documents provided by or on behalf of the Authorizing Party, unless the damage is caused by DHL.

Additional information:

AEO* certificate number: ---
* Not required, provide the number if it has been issued.

List of contact persons in matters related to customs clearance:

	First name	Last name	Phone number	E-mail address	Responsible for:		
					Import	Export	Transit
1	ANNE	SMITH	111222333	anne.smith@office.eu	YES	NO	NO
2	JOHN	SMITH	444555666	john.smith@office.eu	NO	YES	NO
3	JACK	BROWN	777888999	jack.brown@office.eu	NO	NO	YES
4					NO	NO	NO
5					NO	NO	NO

E-mail address(es) used to send electronic messages confirming the completion of customs clearance:

	E-mail address	Import	Export	Transit		E-mail address	Import	Export	Transit
2	anne.smith@office.eu	YES	NO	NO	7		NO	NO	NO
3	john.smith@office.eu	NO	YES	NO	8		NO	NO	NO
4	jack.brown@office.eu	NO	NO	YES	9		NO	NO	NO
5		NO	NO	NO	10		NO	NO	NO

The authorization is:

permanent temporary until _____

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Anne Smith

Signature of the Authorizing Party acting on behalf of the Company

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ANNE SMITH

Full name of the Authorizing Party

Date and signature of the person acting on behalf of DHL

Fill in all the fields marked on the form.

A complete authorization allows us to clear your shipment through customs quickly and efficiently.

1. Enter the current date and place of issue.

2. Provide the full name of the company with legal personality and address.

The data must be in accordance with the company's registration documents.

3. Enter your EORI number here.

If you want to know more about this topic, click [here](#).

4. Enter your company's VAT number (relevant to the country your business is primary registered in)

5. Enter your company's NIP (Polish Tax Identification Number, if you have one)

6. Provide us with contact information. Include e-mail addresses, phone numbers, and assign the appropriate clearance type.

If necessary, we will be able to contact you more quickly about the shipment.

7. Enter the e-mail addresses to which you want notifications to be sent after the customs clearance is completed.

Remember to assign the appropriate type of clearance: import/export/transit.

8. Select the duration of the authorization. We recommend the "permanent" option, as this will allow us to process your subsequent shipments efficiently. If you choose "temporary", make sure the expiration date is not less than 1 month.

9. This field must be signed by the person(s) authorized to represent the company (according to the registration documents).

A handwritten signature or qualified electronic signature is required.

10. Provide details of the person(s) in item 9.

Important - Please refer to the cover page of the Authorization Form, where information is posted on how to send us the original hard copy of this document.