

Annex to the Regulation of the Minister of Finance  
of 19 September 2018 (item 1849)

TEMPLATE

DOCUMENT SUBSTITUTING THE NOTIFICATION

|   |                                 |  |  |
|---|---------------------------------|--|--|
| 1A. Own reference:  |                                 | 1B. Numer referencyjny:                              |  |
| I. DETAILS OF CONSIGNOR:  |                                 | 2. Id SISC*:   |  |
| 3. Name:  |                                 | 4. NIP no. (Tax Id. No.) / no. of other identifier:  |  |
| 5. Street:  | 6. Street/house unit number:    | 7. City:   |  |
| 8. Postal code:   |                                 | 9. Country:  |  |
| II. DETAILS OF CONSIGNEE:                                       |                                 | 10. Id SISC*:  |  |
| 11. Name:   |                                 | 12. NIP no. (Tax Id. No.) / no. of other identifier: |  |
| 13. Street:   | 14. Street/house unit number:   | 15. City:  |  |
| 16. Postal code:  |                                 | 17. Country:   |  |
| III. CARRIER'S DETAILS:   |                                 |  |  |
| 18. Name:   |                                 | 19. NIP/nr innego identyfikatora:                    |  |
| 20. Street:   | 21. Street/house unit number:   | 22. City:  |  |
| 23. Postal code:  |                                 | 24. Country:   |  |
| IV. GOODS-RELATED DATA**:                                       |                                 |  |  |
| 25. Type of goods:  | 26. CN heading:                 | 27. Additional Data***:                              |  |
| 28. Quantity of goods:  | 29. Gross weight of goods:      | 30. Volume of goods:                                 |  |
| 31. Number of marketing authorisation for medicinal products:   |                                 | 32. Name of the authority issuing the authorisation: |  |
| V. START AND END DATES OF TRANSPORT IN THE TERRITORY OF POLAND: |                                 |  |  |
| 33. Planned starting date of transport:                         | 34. Starting date of transport: | 35. Planned end date of transport:                   |  |
| VI. PLACE OF LOADING OF THE GOODS:                              |                                 |  |  |
| 36. Street:   | 37. Street/house unit number:   | 38. City:  |  |
| 39. Postal code:  | 40. Province:                   | 41. Country:   |  |
| 42. Railway station:  |                                 | 43. Other data:                                      |  |
| 44. Geographical coordinates (longitude):                       |                                 | 45. Geographical coordinates (latitude):             |  |

|   |  |  |
|---|--|--|
| VII. PLACE OF DELIVERY OF THE GOODS:  |  |  |
| 46. Street:   | 47. Street/house unit number:                          | 48. City:                                |
| 49. Postal code:  | 50. Province:  | 51. Country:                             |
| 52. Railway station:  |  | 53. Other data:                          |
| 54. Geographical coordinates (longitude):   |  | 55. Geographical coordinates (latitude): |
| VIII. PLACE OF COMMENCEMENT OF CARRIAGE IN THE TERRITORY OF POLAND:   |  |  |
| 56. City/border crossing/<br>road number:   | 57. City/border railway<br>station:                    | 58. Province:                            |
| 59. Geographical coordinates (longitude):   |  | 60. Geographical coordinates (latitude): |
| IX. PLACE OF COMPLETION OF CARRIAGE IN THE TERRITORY OF POLAND:   |  |  |
| 61. City/border crossing/<br>road number:   | 62. City/border railway<br>station:                    | 63. Province:                            |
| 64. Geographical coordinates (longitude):   |  | 65. Geographical coordinates (latitude): |
| X. MEANS OF TRANSPORT:  |  |  |
| 66. Vehicle registration<br>number:   | 67. Number of road permit:                             | 68. (Road) transport document no.:       |
| 69. Train number:   | 70. Number of railway vehicle<br>without traction****: | 71. (Rail) transport document no.:       |
| 72. Numer lokalizatora albo numer urzadzenia:   |  |  |
| XI. INFORMATION ON RECEIPT OF GOODS:  |  |  |
| 73. Date of receipt of goods:   | 74. Notes:   |  |
| XII. OŚWIADCZENIE   |  |  |
| 75. <i>I hereby declare that I am authorised to submit/supplement/update***** the notification for and on behalf of:</i><br><input type="checkbox"/> <i>the consignor</i><br><input type="checkbox"/> <i>the consignee</i><br><input type="checkbox"/> <i>the carrier</i><br>[Details of the declarant] |  |  |

- \* To be completed from:  
- 1 May 2019, in the case referred to in § 5 sec. 2 of the Regulation.  
- 1 August 2019, in the case referred to in § 5 sec. 3 of the Regulation.
- \*\* In the case of notifying more than one type of goods, you must complete annex A.
- \*\*\* Complete in cases specified in provisions issued on the basis of Art. 7c of the Act of 9 March 2017 on monitoring systems for the carriage of goods by road and rail (Dz. U. [Journal of Laws] item 708, as amended).
- \*\*\*\* In the case of notifying more than one number of railway vehicle without traction (railway car), you must complete annex B.
- \*\*\*\*\* Delete as appropriate.  Mark as appropriate.

*TEMPLATE*  
INFORMATION ON THE  
TRANSPORTED GOODS

|   |                            |  |
|---|----------------------------|--|
| <b>IV. INFORMATION ON THE TRANSPORTED GOODS:</b>              |                            |  |
| 25. Type of goods:  | 26. CN heading:            | 27. Additional data***:                              |
| 28. Quantity of goods:  | 29. Gross weight of goods: | 30. Volume of goods:                                 |
| 31. Number of marketing authorisation for medicinal products: |                            | 32. Name of the authority issuing the authorisation: |
| <b>IV. INFORMATION ON THE TRANSPORTED GOODS:</b>              |                            |  |
| 25. Type of goods:  | 26. CN heading:            | 27. Additional data***:                              |
| 28. Quantity of goods:  | 29. Gross weight of goods: | 30. Volume of goods:                                 |
| 31. Number of marketing authorisation for medicinal products: |                            | 32. Name of the authority issuing the authorisation: |
| <b>IV. INFORMATION ON THE TRANSPORTED GOODS:</b>              |                            |  |
| 25. Type of goods:  | 26. CN heading:            | 27. Additional data***:                              |
| 28. Quantity of goods:  | 29. Gross weight of goods: | 30. Volume of goods:                                 |
| 31. Number of marketing authorisation for medicinal products: |                            | 32. Name of the authority issuing the authorisation: |
| <b>IV. INFORMATION ON THE TRANSPORTED GOODS:</b>              |                            |  |
| 25. Type of goods:  | 26. CN heading:            | 27. Additional data***:                              |
| 28. Quantity of goods:  | 29. Gross weight of goods: | 30. Volume of goods:                                 |
| 31. Number of marketing authorisation for medicinal products: |                            | 32. Name of the authority issuing the authorisation: |

\*\*\* Complete in cases specified in provisions issued on the basis of Art. 7c of the Act of 9 March 2017 on monitoring systems for the carriage of goods by road and rail (Dz. U. [Journal of Laws] item 708, as amended).



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|---|---|---|
| 70. Number of railway vehicle without traction: | 70. Number of railway vehicle without traction: | 70. Number of railway vehicle without traction: |
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## EXPLANATORY NOTES

Document substituting the notification must be completed in block capitals.

In **part I** you should enter:

- 1) details of the consignor – in the case of transport of goods commencing in the territory of Poland (supply of goods, intra-Community supply of goods or export of goods within the meaning of the Act of 11 March 2004 on the goods and services tax (Dz. U. [Journal of Laws] item 1221 as amended)),
- 2) details of the consignor – in the case of the carriage of goods from the territory of an EU member state or a third country to Poland or in the case of the carriage of goods from an EU member state to another EU member state or a third country.

In **part II** you should enter:

- 1) details of the consignor in the case of supply of goods within the meaning of the Act of 11 March 2004 on the goods and services tax or in the case of the carriage of goods from the territory of an EU member state or from a third country to Poland.
- 2) details of the consignor in the case of intra-Community supply of goods or export of goods within the meaning of the Act of 11 March 2004 on the goods and services tax or in the case of the carriage of goods from the territory of an EU member state to another EU member state or a third country.

In **part IV** if notifying more than one type of goods is required, you must complete annex A.

In **part X** in the case of notifying more than one number of railway vehicle without traction (railway car), you must complete annex A.

In **box 1A** you should enter own unique document number assigned by an entity which submits the notification of the carriage of goods, supplements it or updates it.

In **box 1B** you enter reference number of the notification if it was assigned to the supplemented or updated notification.

In **boxes 2 and 10** you enter a unique 17-character ID number assigned to entities and persons during the process of registration on the Electronic Services Portal of the Customs Service. Starting from 1 May 2019, respectively the consignor or consignee completes the **box 2** and **box 10** in order to submit or update the notification. Starting from 1 August 2019, the consignee completes the **box 10** in order to supplement the notification with information on receipt of goods.

In **box 4** you should enter the tax identification number or a number by means of which the consignor is identified for the purposes of the tax on goods and services or the value added tax.

In **box 4** you should enter the tax identification number or a number by means of which the consignor is identified for the purposes of the tax on goods and services or the value added tax.

In **box 19** you should enter the tax identification number of the carrier or a number by means of which the carrier is identified for the purposes of the tax on goods and services or the value added tax.

In **box 26** should be entered a 4-digit CN heading.

**Box 27** should be completed in cases specified in provisions issued on the basis of Art. 7c of the Act of 9 March 2017 on monitoring systems for the carriage of goods by road and rail.

**Boxes 31 and 32** should be completed in the case of exporting medicinal products, foodstuffs intended for particular nutritional uses and medical devices.

**Box 33** should be completed only in the case of the carriage of goods starting in the territory of Poland.

**Boxes 33–35 and 73** should be completed in the DD.MM.YYYY format.

In **box 35** you should enter the date of delivery of goods to Poland, to the place indicated in the notification, or the date of placing the carried goods under a customs procedure or the date of export of goods from Poland.

**Boxes 36–41, 44 and 45** should be completed only in the case of the carriage of goods commenced in the territory of Poland; when concerning the carriage on the national railway network, one should additionally complete **box 42**.

In **boxes 42 and 52** you should enter the name of railway station.

**Boxes 42, 43, 52, 53, 57 and 62** should be completed in the case of the carriage on the national railway network.

In **boxes 43 i 53** you can enter additional data, e.g. siding, track number, address of loading ramp.

**Boxes 46–51, 54 i 55** should be completed if the place of delivery is in the territory of Poland; in the case of the carriage on the national railway network, one should additionally complete **box 52**.

**Box 56 or 57 and 58–60** should be completed in the case of entry into Poland, respectively for the carriage on public roads or on the national railway network.

**Box 61 or 62 and 63–65** should be completed in the case of departure from the territory of Poland, respectively for the carriage on public roads or on the national railway network.

In **box 55** if required, you should enter the number of the permit, certificate or license within the meaning of the provisions of the Act of 6 September 2001 on road transport (Dz. U. [Journal of Laws] 2017 item 2200 as amended).

In **box 72** you should enter the locator number or the device number which is transmitting geolocation data of the means of transport. In the case of exemption from obligation W przypadkach wyłączenia z obowiązku, referred to Art. 10a para. 1 and 2 of the Act of 9 March 2017 on the road and rail transport monitoring system, in accordance with the provisions issued under Art. 7b para. 2 of the Act, you should enter „NIE DOTYCZY”.