

INFORMATION FOR ORDER THE T1 TRANSIT SERVICE

Below you will find instructions on how to order the T1 transit service, that is the performance of activities related to the handling of T1 for import shipments by LSAS employees.

For clients who have signed a contract with LS Airport Services for shipment handling, we suggest placing orders through the forwarding portal. A detailed description and instructions for placing such an order can be found in the "Guide of Web for Freight Forwarders".

If the service order is carried out in a traditional way, completed "Form of transit order in the T1 procedure" should be sent to the e-mail address: allin-import@lsas.aero with the title of the e-mail by writing: Transit for [company name][AWB number]; e.g.: Transit for LS Airport Services 123-1234 5678.

The cost of the all-in service is 200 PLN net for AWB and includes:

1. Checking the truck or preparing a package for sealing.
2. Assistance of an LSAS employee in sealing on the basis of an order received with an LRN number.
3. Closing customs assumption (SEALING) (up to 1 piece included in the price of the service¹).
4. Printing the requires documentation and handing it over to the driver (up to 20 copies²).
5. Sending scanned documents related to the receipt of the parcel (CMR, POD).
6. Manual loading included in the price of the service up to the weight of 300 kg. The weight of one package may not exceed 25kg.³
7. Mechanical loading included in the price of the service limited to 1 truck – max 24 tons.⁴

The service begins after the driver reports to the Customer Service Office and the LSAS staff verifies the suitability of the vehicle for loading/sealing.

It should be remembered that the driver should **ALWAYS** know the AWB number for which the order was issued.

NOTE: THE DRIVER MUST BE INFORMED THAT DEPARTURE AFTER LOADING IS POSSIBLE ONLY AFTER PUTTING A SEAL ON THE TRUCK

PAYMENT

The shipment is charged with the costs of handling in the cargo warehouse, calculated in accordance with the pricelist available at the link: <https://www.lsas.aero/uslugi/ls-cargo-terminal#dokumenty-i-formularze> and in the following locations Warsaw and Katowice

ENTITIES THAT DO NOT HAVE A CONTRACT FOR HANDLING SHIPMENTS WITH LSAS ARE OBLIGED TO MAKE A PAYMENT BEFORE COLLECTING THE SHIPMENT in cash at the counter, AGREEING THE DETAILS WITH THE CUSTOMER SERVICE OFFICE: info-cargo@lsas.aero

**MAKING CHANGES TO THE ORDER IN TERMS OF CHANGING THE LRN NUMBER OR
CHANGING THE CAR WILL RESULT IN CHARGING ADDITIONAL FEES IN THE AMOUNT OF
PLN 200 NET.**

DISCLAIMER

This document does not constitute an offer and is for reference only. A binding description of the services and the rules for their provision is included in the General Terms and Conditions of cargo services and relevant pricelists.

¹ above 1 piece will be charged fee in accordance to pricelist point 8.3.5 and 8.3.6

² the price includes black and white prints, for each color print a fee will be charged in accordance with 8.4.5 of the price list (40 PLN for each 20 copies)

³ manual loading over 300kg charged in accordance with the price list (0,33PLN/kg for AWB), e.g. for shipment weighting 550kg the following calculation will be used: 550*0,33=181,50 PLN.

⁴ mechanical loading over 24 tons charged in accordance with the price list (0,22PLN/kg for AWB), e.g. for a shipment weighting 30 000kg, the following calculation will be used: 30 000*0,22=6 600PLN