

INTER-WAREHOUSE SHIPMENT RELOCATION (EXPORT)

Shipment data:			
AWB/HAWB/shipment number ¹			
The entity commissioning the relocation:	name and surname/company name		
	address: street, postal code, city		
	e-mail address		
	phone number		
Number of items to relocate/transport:			Weight of items to relocate/transport:
Destination port:			Package storage conditions ² :
Purpose of changing the warehouse ³ :			
Czy przesyłka zawiera towary podlegające kontrolom granicznym?		YES	NO
Information about relocation on the airport apron:			
To which warehouse (name) will the relocation take place			
Export number EX:			
Do you need to present the goods at the Customs Office for export?		YES	NO
Services to be performed at the LS Airport Services warehouse:			
	LS staff assistance when a customer is wrapping a parcel		
	Wrapping the package by an LS employee		
	Change of AWB		
	Taking photos (1 package of up to 5 photos)		
Attachments			
1.The local UC Manager's approval for transport ⁴			
2.Consent of a representative from another Temporary Storage Warehouse for relocation ⁴			
3.Customs exemption confirmation, if applicable			
Name and surname of the client:			
Legible signature of the client:			
¹ The shipment number, which is used to identify the shipment; this number should match the number given in the request to the Head of KAS for permission to relocate ² Temperature ranges, in the case of storage in rooms with controlled temperatu ³ You need to provide the reason for the relocation (e.g. changing the carrier, etc.) ⁴ Consent given via email is allowed			

Shipments moved around the airport apron must have a valid security status (SPX). If a shipment is delivered to the warehouse without an assigned SPX status, it will undergo mandatory security screening at the customer's expense. If the shipment does not pass this screening successfully, the person requesting the service is required to pick it up from the warehouse immediately at their own cost.

Please send the form along with the attachments electronically to the address: awizacja-export@lsas.aero

I, the undersigned, confirm that I have read the information provided above and am aware of the costs of relocating the shipment and any possible additional charges resulting from the proper handling of the shipment.

Legible signature of the client:	
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