*TEMPLATE*

DOCUMENT SUBSTITUTING THE NOTIFICATION

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| 1A. Own reference number: | 1B. Reference number: |
| I. DETAILS OF SENDING ENTITY/SENDER: | 2. Id SISC1): |
| 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 RECEIVING ENTITY/RECIPIENT: | 10. Id SISC1): |
| 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. DETAILS OF CARRIER: |
| 18. Name: | 19. NIP no. (Tax Id. No.) / no. of other identifier: |
| 20. Street: | 21. Street/house unit number: | 22. City: |
| 23. Postal code: | 24. Country: |
| IV. GOODS-RELATED DATA2): |
| 25. Type of goods: | 26. CN heading: |
| 27. Quantity of goods: | 28. Gross weight of goods: | 29. Volume of goods: |
| 30. Number of marketing authorisation for medicinal products: | 31. Name of the authority issuing the authorisation: |
| V. START AND END DATES OF TRANSPORT IN THE TERRITORY OF POLAND: |
| 32. Planned starting date of transport: | 33. Starting date of transport: | 34. Planned end date of transport: |
| VI. PLACE OF LOADING OF THE GOODS: |
| 35. Street: | 36. Street/house unit number: | 37. City: |
| 38. Postal code: | 39. Province: | 40. Country: |
| 41. Railway station: | 42. Other data: |
| 43. Geographical coordinates (longitude): | 44. Geographical coordinates (latitude): |
| VII. PLACE OF DELIVERY OF THE GOODS: |
| 45. Street: | 46. Street/house unit number: | 47. City: |
| 48. Postal code: | 49. Province: | 50. Country: |
| 51. Railway station: | 52. Other data: |
| 53. Geographical coordinates (longitude): | 54. Geographical coordinates (latitude): |
| 55. The identification number of the place3): | 56. The identification number(-s) of non-stationary heating devices3): |
| VIII. PLACE OF COMMENCEMENT OF CARRIAGE IN THE TERRITORY OF POLAND: |
| 57. City/border crossing/ road number: | 58. City/border railway station: | 59. Province: |
| 60. Geographical coordinates (longitude): | 61. Geographical coordinates (latitude): |
| IX. PLACE OF COMPLETION OF CARRIAGE IN THE TERRITORY OF POLAND: |
| 62. City/border crossing/ road number: | 63. City/border railway station: | 64. Province: |
| 65. Geographical coordinates (longitude): | 66. Geographical coordinates (latitude): |
| X. MEANS OF TRANSPORT: |
| 67. Vehicle plate number: | 68. Road permit number: | 69. (Road) transport document number: |
| 70. Train number: | 71. Number of railway vehicle without traction4): | 72. (Rail) transport document number: |
| 73. The GPS locator number or External Location System number: |
| XI. RECEIPT/REFUSAL TO RECEIVE GOODS OTHER THAN HEATING FUEL5): |
| 74. Date of receipt of goods: | 75. Notes/information concerning the reasons of the refusal to receive goods: |
| XII. ADDITIONAL DATA/INFORMATION/STATEMENTS: |
| 76. Additional Data 6): |
| 77. I inform that3) 7) 8):□ I am a consuming oil entity □ I am an intermediate oil entity □ the delivery is performed under the agreement referred to in Article 89(5e) or (5f) of the Act of 6 December 2008 on Excise duty (Journal of Laws of 2019 items 864, as amended). |
| 78. *I declare that:* 7) 8)*:* *□ I will use the products delivered for heating purposes. The change of the intended use of the delivered products and thus the exposure to excise duty depletion is subject to the liability provided for in Article 73a of the Fiscal Penal Code**□ I will sell the products delivered for heating purposes. The change of the intended use of the delivered products and thus the exposure to excise duty depletion is subject to the liability provided for in Article 73a of the Fiscal Penal Code.* |
| 79. I hereby declare that I am authorized to submit/supplement/update8) the notification for and on behalf of:* the sending entity
* the receiving entity
* the carrier

[Details of the declarant] |

1) To be completed:

− in the case referred to in § 5 sec. 2 of the Regulation,

− from 1 February 2020, in the case referred to in § 5 sec. 3 of the Regulation.

2) In the case of notifying more than one type of goods you must complete annex B.

3) In the case of delivery of heating fuels (transport of goods within the country).

4) In the case of notifying more than one number of railway vehicle without traction (railway car) you must complete annex C.

5) In the case of receipt of heating fuel you must complete annex A.

6) 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 and trading in heating fuels.

7) In the case of intra-Community acquisition of heating fuels (carriage of goods from the territory of a Member State to the territory of the country).8)

Delete as appropriate. □ Mark as appropriate.

Annex A

*TEMPLATE*

INFORMATION ON THE RECEIPT OF HEATING FUEL

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| --- | --- |
| II. DETAILS OF RECEIVING ENTITY: |  |
| 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: |
| XI. RECEIPT/ REFUSAL TO RECEIVE HEATING FUEL: |
| 74. Date of receipt of goods: | 75. Notes/information concerning the reasons of the refusal to receive the goods: |
| 76. Information on the quantity of goods received: |
| XII. INFORMATION/STATEMENTS: |
| 77. I inform that3) 8):□ I am a consuming oil entity □ I am an intermediate oil entity |
| 78. *I declare that 3) 8):**□ I will use the products purchased for heating purposes. The change of the intended use of the purchased products and thus the exposure to excise duty depletion is subject to the liability provided for in Article 73a of the Fiscal Penal Code**□ I will sell the products purchased for heating purposes. The change of the intended use of the purchased products and thus the exposure to excise duty depletion is subject to the liability provided for in Article 73a of the Fiscal Penal Code.*[Legible signature of the receiving entity or authorized person]*:* |
| 79*. I hereby declare that I am authorised to supplement the notification for and on behalf of the* receiving entity*.*[Details of the declarant] |

3) In the case of delivery of heating fuels (transport of goods within the country).

8) Delete as appropriate. □ Mark as appropriate.

 Annex B

*TEMPLATE*

INFORMATION ON THE TRANSPORTED GOODS

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| IV. INFORMATION ON THE TRANSPORTED GOODS: |
| 25. Type of goods: | 26. CN heading: |
| 27. Quantity of goods: | 28. Gross weight of goods: | 29. Volume of goods: |
| 30. Number of marketing authorisation for medicinal products: | 31. Name of the authority issuing the authorisation: |
| 76. Additional data6): |
| IV. INFORMATION ON THE TRANSPORTED GOODS: |
| 25. Type of goods: | 26. CN heading: |
| 27. Quantity of goods: | 28. Gross weight of goods: | 29. Volume of goods: |
| 30. Number of marketing authorisation for medicinal products: | 31. Name of the authority issuing the authorisation: |
| 76. Additional data6): |
| IV. INFORMATION ON THE TRANSPORTED GOODS: |
| 25. Type of goods: | 26. CN heading: |
| 27. Quantity of goods: | 28. Gross weight of goods: | 29. Volume of goods: |
| 30. Number of marketing authorisation for medicinal products: | 31. Name of the authority issuing the authorisation: |
| 76. Additional data6): |

6) 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 and trading in heating fuels.

Annex C

*TEMPLATE*

INFORMATION ON THE MEANS OF TRANSPORT

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| X. MEANS OF TRANSPORT: |
| 71. Number of railway vehicle without traction: | 71. Number of railway vehicle without traction: | 71. Number of railway vehicle without traction: |
| 71. Number of railway vehicle without traction: | 71. Number of railway vehicle without traction: | 71. Number of railway vehicle without traction: |
| 71. Number of railway vehicle without traction: | 71. Number of railway vehicle without traction: | 71. 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 sending entity - in the case of the carriage 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 (Journal of Laws from 2018 item 2174 as amended)),
2. details of the sender - 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 receiving entity 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 receiver 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 in the case of notifying more than one type of goods, you must complete annex B.

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

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 IB** 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. The sending entity orthe receiving entity, respectively,complete **box 2 or box 10**, to supplement or update the notification.Starting from the 1st of February 2020, the receiving enity 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 sending entity is identified for the purposes of the tax on goods and services or the value added tax.

In **box 12** you should enter the tax identification number or a number by means of which the receiving entity is identified for the purposes of the tax on goods and services or the value added tax. In the case of natural persons who do not conduct business activity, enter the PESEL number, and if it has not been issued, the name and number of the document confirming the identity of that person.

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.

Boxes **30 and 31** should be completed in the case of exporting medicinal products, foodstuffs intended for particular nutritional uses and medical devices.

Box 32 should be completed only in the case of the carriage of goods starting in the territory of Poland.

Boxes **32**–**34 and 74** should be completed in the DD.MM. YYYY format.

In box 34 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 35-40, 43 and 44 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 41.

In boxes 41 and 51 you should enter the name of railway station.

Boxes 41, 42, 51, 52, 58 and 63 should be completed in the case of the carriage on the national railway network.

In boxes 42 i 52 you can enter additional data, e.g. siding, track number, address of loading ramp.

Boxes 45-50, 53 i 54 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 51.

In **box 55** you should enter the number of the location (address), referred to in Article 16b(3)(1) of the Act of 6 December 2008 on Excise Duty, where the heating devices are located - in the case of stationary heating devices. To be completed if the address of the place of delivery is not provided (boxes 45-52).

In **box 56** you should enter the identification number(-s) of non-stationary heating devices, referred to in Article 16b(3)(2) of the Act of 6 December 2008 on Excise Duty, for each heating device - in the case of non-stationary heating devices.

Box 57 or 58 and 59-61 should be completed in the case of entry into Poland, respectively for the carriage on public roads or on the national railway network.

Box 62 or 63 and 64-66 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 68 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 (Journal of Laws from 2019 item 58 as amended).

In box 73 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, referred to in Article 10a(1) and (2) of the Act of 9 March 2017 on monitoring systems for the carriage of goods by road and rail and trading in heating fuels, in accordance with the provisions issued under Article 7b (2) of this Act, you should enter „NIE DOTYCZY”.

**In box 75** in the case of refusal to receive goods enter information on the reasons of the refusal, and in the case of receipt of goods enter remarks related to the reception/goods.