



## Information for persons shipping personal effects (including motor vehicles) to a final destination in Poland.

### 1. Services included in the pricing quoted by I.C.E. Transport (USA):

- Positioning of empty container for loading.
- Trucking to the port.
- Export customs clearance formalities in the United States.
- Port handling charges in the United States and in Gdynia.
- Ocean freight charges to Gdynia.
- In-bond customs entry in Gdynia and customs bond.
- Container delivery to the final destination in Poland.
- All handling, documentation and Bill of Lading charges.
- VAT on all services performed in Poland.

### 2. Services not included in the pricing quoted by I.C.E. Transport (USA):

- Customs clearance at the final destination in Poland.
- Registration charges for motor vehicles.
- Possible storage charges at the port due to missing or inadequate shipment documentation.

#### **NOTE:**

*Customs officials are authorized to stop and examine the contents of the container at each step of the transportation process without having to disclose their reasons for doing so. However, when moving containers in-bond in Poland, this does not happen very often.*

### 3. Essential information for persons shipping personal effects:

- We offer our customers the ability to insure their personal effects while in transit.
- The rate is 1.5% for motor vehicles (automobiles, boats, quads, motorcycles) and 1.7% for other personal effects. The insurance cost is calculated based on the value of the cargo and the ocean freight.
- Our clients are responsible for loading of all items into the container as well as securing them to prevent shifting while in transit.

**NOTE:**

*The container does not come with any securing straps, but it has tie-down hooks to which they can be attached and a wooden floor to which blocking and bracing materials can be attached.*

The ocean carrier is not responsible for any cargo damage due to inadequate securing. This is also not covered by marine cargo insurance. Due to this, we recommend that motor vehicles are secured in the container by companies who specialize in this type of work.

- Alcohol, tobacco products, building materials, and any items used for commercial purposes (including motor vehicles) cannot be shipped as personal effects.
- The free time to load a container is 3 hours. Any additional truck waiting time will be billed at a rate of USD 95 per hour or more. In the event that you will need the container for a longer period of time at the place of loading, please discuss this directly with I.C.E. Transport (USA).
- The container can be positioned for loading and unloading at the specified address as long as road regulations allow access by commercial vehicles.
- Motor vehicles loaded into the container must have the battery disconnected and a minimal amount of fuel in the tank.
- Please bear in mind that since it is not possible to remove the container from the chassis, the floor of the container will be appropriately 50 inches from the ground and loading of motor vehicles can only be accomplished with a ramp or a specialized vehicle.
- The free time for customs clearance and unloading of the container in Poland is 8 hours total.
- Personal effects can be transported in multiple shipments. You will have 12 months from the date of the initial shipment to ship all of your items.

**4. Information and documents required to ship and customs clear personal effects and/or motor vehicles:**

In the United States:

- Social Security number and copy of your passport.
- Name, address and phone number for the person receiving the shipment in Poland.
- List of personal effects along with their value.
- Original Certificate of Title, Certificate of Salvage, or Bill of Sale.

In Gdynia:

- Documents confirming at least 12 months of residency abroad (registration of residence, employment authorization, rent receipts, utility receipts, tax returns, etc.) along with documents confirming the intent to reside permanently in Poland (employment contract, proof of registration of residence, etc.)
- Documents confirming 6 months of use of motor vehicles being transported (automobiles, boats, quads, motorcycles). The only acceptable documents are registration certificates.

**NOTE:**

*Invoices for motor vehicle purchases dated prior to the shipment date are not acceptable as proofs of use of motor vehicles.*

- *Request for in-bond transit issued to I.C.E. Transport Gdynia along with paid stamp duty of PLN 17. This document is available from I.C.E. Gdynia.*
- *NIP number (Numer Identyfikacji Podatkowej) or copy of NIP application submitted to the Tax Office.*

In case of any questions or concerns, please contact the below persons who are in charge of shipments of personal effects in our offices:

**I.C.E. Transport (USA)**

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