

Guidelines for legal entities

to declare goods and commercial vehicles when carrying them across the customs border of Ukraine

According to Part 5 of Article 265 of the Customs Code of Ukraine, the declarant may declare goods and commercial vehicles independently or empower other persons to declare them on their behalf.

In case you empower NP Global LLC to provide customs declaration services for goods and commercial vehicles, you are kindly requested to submit the following documents to customs.clearance@novaposhtaglobal.ua:

1. Registration card (an extract from the register of persons conducting transactions with goods)
2. Agreement
3. Annexes to the agreement (if any)
4. Specification (if any)
5. A document confirming the cost, if the agreement includes 100% advance payment.
6. A document with a detailed description of the goods.

Please be advised that the originals of shipping documents confirming the benefits (original invoices, certificates of origin, etc.) must be submitted to the customs by the person engaged in customs clearance as required by the Customs Code of Ukraine (Article 266, Article 418).

Obtaining original shipping documents and/or cargo The recipient specified in the shipping

documents may independently obtain the shipping documents/cargo at the Central Sorting Station of NP Global LLC (3 Compresorna St., Bilohorodka village, Bucha district, Kyiv region) upon presentation of identity documents and/or documents certifying the release of the cargo into free circulation through the customs territory of Ukraine.

If someone not listed in the shipping documents is receiving the cargo, an additional authorization letter on the company's letterhead is required.

Cargo delivery after electronic declaration

Send a copy of the declaration to css.ua@novaposhtaglobal.ua. In the subject line, please indicate:

- Electronic declaration + waybill number. In the email, specify the delivery address or other necessary actions.

Attention: Shipping documents are submitted for delivery with the cargo.

Contacts of Nova Post Global LLC

Address: 3 Compresorna St., Bilohorodka village, Bucha district, Kyiv region Phone: (044) 323-16-49; E-mail: customs.clearance@novaposhtaglobal.ua

Working schedule: Mon - Fri from 8:00 a.m. to 8:00 p.m.

Working schedule of the brokerage department: Mon - Fri from 9:00 a.m. to 6:00 p.m.

Subdivision of the customs authority (customs)

Address: 3 Compresorna St., Bilohorodka village, Bucha district, Kyiv region

Customs officers' reception schedule: Working schedule: Mon - Fri from 8:00 a.m. to 8:00 p.m.

Phone: (044) 323-16-51

Customs payment details

Details of the deposit account 3557 opened in the name of the State Customs Service of Ukraine (single account) for crediting advance payments (prepayments):

Account: UA988999980355789000001101079,

Recipient's bank: State Treasury of Ukraine, Bank's

MFO: 899998,

Recipient: State Customs Service of Ukraine, USREOU: 43115923

Kindly note that this account is not intended for customs clearance of goods of citizens! Advance payments for customs clearance of goods of citizens are credited to the accounts of the customs offices of the State Customs Service of Ukraine.

Required data for electronic declaration

Subdivision	Kyiv Customs Office of the State Customs Service Specialized customs post; Customs clearance sector No. 2
Subdivision code	UA 100210
Destination	UA 100-056-1-1
The endpoint of the electronic customs declaration referral	A100.SP_NOVAPOSHTA
Line A	UA 100210
Type of vehicle (lines 25, 26)	30
Line 19	0
Line 27	UA 100210
Line 30	UA 100-056-1-1
Lines 18, 21, 29, 40, 49	Not required
Line 44	waybill under the code - 2751