

Declaration for Postal Items with Automatic Postal Clearance

Please provide the details of the postal item, including the documents available to you and a printed and signed version of this Declaration, via the contact us menu point available at www.posta.hu/vam. If this is not possible, please complete this form and return it as soon as possible to the following postal address: Magyar Posta Zrt., International Postal Exchange Centre, Budapest 1005

Please send the declaration to us as soon as possible, but preferably within 5 days, failing which customs clearance cannot be performed and your postal item will be returned to the sender after 20 calendar days from the date of receipt in Hungary. Please note that customs clearance is performed after the necessary documents have been received, in the order they were received.

Magyar Posta Zrt. performs automatic postal customs clearance pursuant to Sections 253/X-253/ZA of Act CXXVII of 2007 on Value Added Tax, and the rules on customs clearance and the fees for customs clearance are set out in the General Terms and Conditions for Postal Services. By signing and returning this Declaration, an import customs clearance order is established between you and Magyar Posta Zrt. (hereinafter: 'MP Zrt.'). By signing the order, you declare that you authorise MP Zrt. to release the postal item for free circulation (import customs clearance) and to perform and act in the name of and on behalf of the customs administration if it requires the examination of any goods, and you undertake to pay to MP Zrt. the amount of any customs administrative fine imposed on MP Zrt. as a result of any incorrect information provided within 8 days of being requested to do so. This order authorises indirect representation and relates solely to the customs clearance of the postal item below.

Postal item ID (1)	
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Sender data (2)	Name:	
	Country:	
	Postcode:	
	City:	
	Nearest address:	

Address data on postal item (3)	Name:	
	City:	
	Nearest address:	
	Postcode:	

Data of the declarant (4)	Name:	
	City:	
	Nearest address:	
	Postcode:	
	Phone number:	
	E-mail address:	

Postal item contents, exact <u>Hungarian</u> name of the good(s) (5)	Quantity of goods (pcs, kg, other) (6)	Unit price of goods (currency/quantity unit) (7)	Total value of goods (currency) (8)
Attached documents (9)			
Delivery cost (10)			

Date: day month year

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Signature of the declarant

Privacy Notice

Please be informed that your personal data provided is processed by Magyar Posta Zrt. (Registered office: 1138 Budapest, Dunavirág utca 2-6., company reg. no.: Cg. 01-10-042463, tax number: 10901232-2-44, postal address: 1540 Budapest, website: www.posta.hu, contact details of the data protection officer: adatvedelem@posta.hu) as the data controller, as they are necessary for the procedure and for data supply

- pursuant to Regulation (EU) No 952/2013 of the European Parliament and of the Council laying down the Union Customs Code and
- Commission Delegated Regulation (EU) No 2015/2446 supplementing Regulation (EU) No 952/2013 of the European Parliament and of the Council as regards detailed rules concerning certain provisions of the Union Customs Code,
- for determining tax and the keeping of the related records pursuant to Sections 253/X-253/ZA and Sections 74-76 of Act CXXVII of 2007,
- for tax clearance and record keeping pursuant to Sections 77 and 78 and Sections 202-205 of Act CL of 2017 on the Rules of Taxation, and
- to fulfil the legal obligation to keep accounting records pursuant to Sections 166 (1) and 169 (2) of Act C of 2000 on Accounting [Article 6 (1) c) of the General Data Protection Regulation].

Magyar Posta Zrt. also processes the e-mail address and telephone number of the addressee as it is necessary for the enforcement of the legitimate interest of the data subject and of its own interests in ensuring that all conditions are met for the effective and efficient conduct of the procedure and that the information on the missing data is collected quickly, flexibly and resource-efficiently, thereby enhancing customer satisfaction. [Article 6 (1) f) of the GDPR]

The purposes of the processing: to declare and pay the tax due on the import of products in a postal item arriving from outside the European Union and to keep transaction records, to certify the tax liability to the National Tax and Customs Authority and fulfil the accounting obligations, and, in order to achieve these purposes, to contact data subjects, provide them with information and request data relating to the conditions necessary for the procedure.

The data is kept by Magyar Posta Zrt. for five years after the year in which the tax liability arises for the purpose of keeping records of tax documents and transactions subject to tax collection, and for 8 years for the purpose of keeping accounting documents.

The data subject may request information about the processing of their data, request the rectification, restriction or erasure of their data and may object to the processing of their data, unless the processing of their data is based on the performance of a legal obligation. In such cases, Magyar Posta Zrt. is unable to fulfil the request for erasure, restriction or objection to the processing of the data.

Further information on data processing can be found on the www.posta.hu website, under the Privacy Notice menu point, and at postal outlets.

Information on the completion of the form

Please note the following when completing the form:

(1) Indicate the tracking number of the postal item for which you are making a declaration. The tracking number is indicated in the customer information letter you receive.

(2) The sender's details must be indicated. Please provide complete data.

(3) The address details on the postal item must be provided. Please provide complete data.

(4) Please provide the data of the declarant. The e-mail address and telephone number are optional, but it is recommended to provide at least one of them for possible further contact.

(5) Describe the contents of the postal item in detail, e.g. 'cotton men's shirt'. Please do not use generic wording such as 'clothing', 'spare parts', 'samples' or 'food'.

(6) Indicate the quantity of each item and the unit of measurement used (e.g. 2 pcs).

(7) Enter the unit price of each good together with the applied currency (e.g. EUR 10).

(8) Enter the total value of the contents, including the applied currency (e.g. EUR 20).

(9) List the documents you are attaching to the declaration. For a precise list of documents to be attached, visit www.posta.hu/vam.

(10) Enter the delivery cost of the goods ordered and the currency in which it is denominated (e.g. EUR 5); if delivery was free, please enter zero.