

# Customs/Shipments to Grundfos Serbia (GMS)

## DAP

### When freight needs to be booked for a shipment:

1. You book the transport with your forwarder, with whom you have an agreement. It is recommended that you also use this forwarder for the customs export clearance of the goods.
2. You send a consolidated email to **Grundfos Serbia Shipping** ([GMS\\_Logistic@grundfos.com](mailto:GMS_Logistic@grundfos.com)) with the same documents that you will later hand over to the driver:
  - Invoice (w/stamp & signature [including location])
  - Packing list (w/stamp & signature [including location])
  - Export document (from customs agent)
    - If relevant, delivery note (w/stamp & signature [including location])
    - If relevant, EUR1 certificate (with stamp, signature [including location])
3. Grundfos Shipping will send a confirmation once this has been received and checked.


### When goods are packed and picked up:

#### On the pallet/box in a plastic pocket:

- 3 invoices (w/stamp & signature [including location])
- 1 packing list (w/stamp & signature [including location])
  - If relevant 1 delivery note (w/stamp & signature [including location])
  - If relevant EUR1 certificate (w/stamp & signature [including location])

#### For the driver in a plastic pocket:

- 2 copies of invoice (w/stamp & signature [including location])
- 1 packing list (w/stamp & signature [including location])
- Export document from your customs agent
  - If relevant 1 delivery note (w/stamp & signature [including location])
  - If relevant EUR1 certificate (w/stamp & signature [including location])



**Important!**  
Only 1 PO per  
package/pallet

## What should be on the invoice?

See example on next page – numbers refer to the different elements.

### **Invoice for goods:**

Supplier has to invoice goods according to the Serbian legislation for import customs clearance and that invoice must contain the following:

- **Billing date, date when supplier has issued the invoice (1);**
- **Ordinal number of invoice (2);**
- **Quantity of goods (3);**
- **Unit (4);**
- **Description of goods (5);**
- **Grundfos part number (Grundfos code of material) (6);**
- **Commodity code (HS Code) (7);**
- **Country of origin for every material (8);**
- **Price per unit for every material (9);**
- **Amount per unit (10);**
- **Final amount (11);**
- **Currency (12);**
- **Grundfos PO number (13);**
- **Supplier company name and address (14);**
- **Grundfos company name and address (15);**
- **Terms of delivery that must be written by Incoterms 2010 DAP, EXW... (16);**
- **Proof of origin (if supplier has proof of origin for goods) (17);**
- **Number of packages - *nice to have* (18);**
- **Net weight - *nice to have* (19);**
- **Gross weight - *nice to have* (20);**
- **Payment terms (21);**
- **Signature of the responsible person and the stamp (22).**

1. Example of an invoice with all necessary elements:

Invoice **5350422279** 2

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14 **GRUNDFOS PUMPENFABRIK GMBH**  
 Willy-Pelz-Straße 1-5  
 D-23812 WAHLSTEDT  
 Phone: 04554-980

Customer no.: 995

Customer name:  
 GRUNDFOS SRBIJA d.o.o.  
 Manufacturing  
 Obilazni put Sever 21  
 SRB-22320 INDJIJA 15

Delivery address:  
 GRUNDFOS SRBIJA d.o.o.  
 Manufacturing  
 Obilazni put Sever 21  
 SRB-22320 INDJIJA

1 Billing date: 12.03.2015  
 21 Payment terms: Current Month + 1 Month  
 16 Delivery terms: EXW - Wahlstedt  
 Delivery method: Truck  
 Delivery date: 12.03.2015  
 Our ref.:

Pos:	Material:	Description:	Quantity:	Unit:	Unit price:	Amount in EUR:
Your order no. : <b>4508130609</b> 13						
0004	6 545247	IMPELLER D UP40-60	3	150 PC 4	9 7,70	1.155,00 10
8 Country of origin: DK - Denmark						
Your order no. : <b>4508135468</b>						
0001	555014	IMPELLER M UP6 5	150	PC	9,82	1.473,00
Country of origin: DK - Denmark						
Your order no. : <b>4508149110</b>						
0001	96559081	Shaft w/rotor LAUP D23 we	70	PC	33,80	2.366,00
Country of origin: DE - Germany						
Output Tax			0,00 %		4.994,00	0,00
Final amount						4.994,00 11

Product marked with \* are not with EC preferential origin.

The exporter of the products covered by this document (customs authorization no. "DE/ EA/1012") declares that, except where otherwise clearly indicated, these products are of EC preferential origin. 17

22 **GRUNDFOS PUMPENFABRIK GMBH**  
 Willy-Pelz-Straße 1-5  
 D-23812 WAHLSTEDT

No. of ship. units: 3 18

Gross weight: 382.000 KG 20

Net Weight: 271,000 KG 19

Volume: 1.080,000 CDM

Example of export document:

EUROPEAN COMMUNITY		DECLARATION TYPE (1)		MIN		
EXPORT ACCOMPANYING DOCUMENT	Consignee (2) <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		EX	A	Other CC (532)	
	Consignee (3) <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		Part 2	1	2	
	GRUNDPOS SRBIJA D.O.O., CELAZNI PUT SEVER 21 22300 INĐIJA XS Serbian		Items (5)	1	Total Packages (5)	3
	Consignor (14) <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		Issuing date	20250505		
	Identity of means of transport at departure (6) [0049VS AC113C]		Customs office	DK002190		
Reference numbers (7) UCR: 1256084511 / LRN: 58624_830040		Transport charges method of payment code (28)	a	C. disp. Code (15)	Country death Code (17)	
Country (or) routing code (8-13) DK, HU		Representative of person lodging export, (14) <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes DK15129005				
Mode of transport (3) <input type="checkbox"/> at the border (25) <input checked="" type="checkbox"/> BY/DK110028033 282		ALP[DANMARK AS]				
Office of exit (26) HUS15000		Gross mass (kg) (26) 855,00				
Seal number (28) ---						
Packages and description of goods (31)						
Marks and numbers - Container No(s) - Number and kind						
Item No. (32) Number and kind of packages, pieces, marks and numbers of packages (31)						
Description of goods (312)			Consignee (8)			
Consignee (2)			Commodity Code (33)			
Identity of means of transport at departure (6)			Summary declaration/Previous document (4)			
Unique consignment reference number (34)			Container numbers (313)			
Preceded documents / certificates (34)			Seal Number (328)			
Special remarks (442)			Procedure (37)			
UNOC (443)			C. Exp. (15a)			
Transport charges method of payment code (28)			C. Dest. (17a)			
1			Gross mass (kg) (26)			
3 PK (Package)			Net mass (kg) (26)			
F0220274, F0202053			BOOKS			
---			49019500 4099			
---			N080 F0220274+F0202053			
Y024 DK AUCP 15-0250056						
Y035 E/J CNFATTET						
Y001 E/J CNFATTET						
Y000 E/J CNFATTET						
			1000 800			
			---			
			25.280,00			
			855,000			
			790,000			
CONTROL BY OFFICE OF DISPATCH/EXPORT (5)			CONTROL BY OFFICE OF BIRTH (6)			
Result: A2			Date of arrival:			
Seals affixed: Number:			Examination of seals:			
Identity:			Remarks:			
Time limit (date): 20250805						

Example of what is given to driver:

DHL Freight  
marina 36v

EUROPEAN COMMUNITY

EXPORT ACCOMPANYING DOCUMENT

Consignor/Exporter (2) [Redacted]		Declaration Type (1) <b>EX</b> <b>A</b> <b>Other (2) (202)</b> <b>MIN</b>	
Consignee (3) GRUNDFOS SRBIJA D.O.O. ORLAZNE PUT SEVER 21 22320 INDIJA XI, Serbia		Reference numbers (7) SCR: 120084911 / IPR: 61624_83646	
Declared Representative (4) [Redacted]		Representative of person lodging form (4b) No. <b>OK, HU</b> ALPI DANMARK AS	
Identity of means of transport at departure (16) JCS40VS AC2130		Transport charges method of payment code (20) <b>4</b>	
Mode of transport (21) <b>3</b>		Location of goods (24) <b>BYIKK110030033 292</b>	
Office of exit (23) <b>HLS15000</b>		Back number (12a)	
Packages and description of goods (31) Marks and numbers - Container No(s) - Number and kind			
[Handwritten: 10000 2000]			
Item No (32)	Number and kind of packages, pieces, marks and numbers of packages (31)	Description of goods (33)	
Consignor/Exporter (2)	Identity of means of transport at departure (16)	Consignee (3)	
Unique consignment reference number (44)	Production documents / certificates (44)	Consignment numbers (10)	
UNOS (44a)	Transport charges method of payment code (20)	Date of arrival (34)	
1	3 Pk (Package) F99283574 F0253853	10000	
Y924	DK AGDF 19-0250596	850,000	
Y930	EJ OMFATTET	780,000	
Y901	EJ OMFATTET	850,000	
Y903	EJ OMFATTET	780,000	
CONTROL BY OFFICE OF DISPATCH (REPORT 2) Result: <b>A2</b> Date of exit: <b>20230805</b>		CONTROL BY OFFICE OF EXIT (3) Date of arrival: Examination of marks: Remarks:	

Til chaufføren  
DHL

## Preferential origin

In most cases, there is “preferential origin” of the goods.

Flowchart on next page shows what to do, but it is also explained here:

### 1) Is supplier an approved/certified exporter?

#### a. Yes

- i. Put statement on invoice, like below, but with their **customs authorization number** (f.ex. DK/51/04/237/00638) & **country** (f.ex. DK):

The exporter of the products covered by this document (customs authorization No ...) declares that, except where otherwise clearly indicated, these products are of ... preferential origin.
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#### b. No

- i. Is the total value of shipment/goods more than 6000 EUR?

##### 1. Yes

- a. Supplier must issue **EUR1 certificate** (with help from export agent/forwarder)

##### 2. No

- a. Statement to be put on invoice, like below, but with **country**, and **place, date, name of signer & signature** of supplier.

The exporter of the products covered by this document declares that, except where otherwise clearly indicated, these products are of ... preferential origin.
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(Place and date)<sup>2</sup>

(Signature of the exporter, in addition the name of the person signing the declaration has to be indicated in clear script)

## ISSUING PROOF OF PREFERENTIAL ORIGIN

