

IMPORT INSTRUCTIONS

Dear valued business partner,

To guarantee a smooth processing of all import shipments for our Clarios entities in EMEA, it is necessary to follow our import instructions for the respective locations.

All imports will be handled by our nominated [central customs broker](#) and its partners. There are no exceptions.

Please find on the following pages general information for the import notification as well as Clarios entity and country specific information.

Important note: We do not accept TI documents. All shipments must be import customs cleared before arrival at our premises.

In case of open questions relating to these instructions or other questions relating customs handling at Clarios EMEA, please feel welcome to get also in touch with us under the following e-mail address: EMEA-CentralCustoms@clarios.com.

Kind regards

Clarios - EMEA Central Customs Team

Latest update: September 2024

CHANGE HISTORY

Version	Date	Changes
1.0	May 2024	1. Version
2.0	September 2024	<ul style="list-style-type: none"> - Update EORI no. for Clarios VARTA Hannover GmbH - Update TI customs stop for truck shipments to CZ - Adding ES entity: Metalúrgica de Medina, S.A. - Adding Glossary - Update layout

Glossary

ATB: Automated Tariff Book; needed for German imports

A.TR.: Movement certificate used in trade between the EU and Türkiye

AWB: Air Waybill

EMEA: Europe, Middle East, and Africa

ENS: Entry Summary Declaration

EORI: Economic Operators Registration and Identification number

EUR.1: Movement certificate used in international trade

ETA: Estimated Time of Arrival

GVMS: Goods Vehicle Movement Service

TI: Transit document used in customs procedures

VAT: Value Added Tax

REQUIREMENTS FOR IMPORT NOTIFICATION

Subject line of e-mail

XX Imp, PO xxxx, Inv xxxx + additional information from your side
(e. g. DE Imp, PO 20000470521, Inv 9008523)

E-mail content

- ETA in importing country / at customs office: DD.MM.YYYY
- Transport document number:
 - AIR: AWB No.
 - OCEAN: Container No. and Bill of Lading No.
 - ROAD: Plate No.
- Freight charges if necessary
- Summary information (e. g. ATB number in DE)
- For GB: Transport method (destin8; GVMS)

Attachments

- Shipping documents (invoice, packing list, consignment note etc.)
- TI if necessary

E-mail addresses

Importing country	E-Mail addresses	Additional information
CH	cct.clarios@lns.maersk.com cd320@lns.maersk.com Clarios-EMEA-Customs-FR@clarios.com	Entity and country specific
CZ	cct.clarios@lns.maersk.com Clarios-EMEA-Customs-CZ@clarios.com	Entity and country specific
DE	cct.clarios@lns.maersk.com Clarios-EMEA-Customs-DE@clarios.com + additional e-mail addresses for shipments ex CH	Entity and country specific Special instruction for shipments ex CH

GENERAL

Importing country	E-Mail addresses	Additional information
ES	cct.clarios@lns.maersk.com Clarios-EMEA-Customs-ES@clarios.com	Entity and country specific
FR	cct.clarios@lns.maersk.com Clarios-EMEA-Customs-FR@clarios.com	Entity and country specific
GB	cct.clarios@lns.maersk.com Clarios-EMEA-Customs-UK@clarios.com	Entity and country specific

CENTRAL CUSTOMS BROKER

GENERAL

Contact details

KGH CUSTOMS SERVICES GmbH
Altes Stellwerk 4
59494 Soest
Germany

E-Mail: cct.clarios@lns.maersk.com

Phone : +49 (0) 2921 70437-80

KGH CUSTOMS SERVICES GmbH is part of the Maersk Group.

Service hours

Regular service times: Mo. – Fr. 8:00 am – 5:00 pm (CET / CEST)

For an order sent after 3:00 pm, same day customs release is possible but not guaranteed, please keep this in mind.



ENTITY

SWITZERLAND

Entity name	Legal address	VAT No.	EORI No. (for pre-arrival ENS only)
Clarios Schweiz GmbH	Industriestrasse 2 8207 Schaffhausen Switzerland	CHE- 102.764.787MWST	N/A

OFFICES OF BROKER

All offices from our broker in CH can be found on the following website:

<https://www.maersk.com/local-information/europe/switzerland>

ORIGINAL DOCUMENTS

Please send original customs documents (EUR.1, A.TR. etc.) to following address:

MAERSK Logistics & Services Switzerland AG
Salinenstrasse 63
4133 Pratteln
Switzerland



ENTITIES

CZECHIA

Entity name	Legal address	VAT No.	EORI No. (for pre-arrival ENS only)
Clarios Recycling GmbH	Am Leineufer 51 30419 Hannover Germany	CZ682255852	DE7189591
Clarios Plastics Czech spol. s r.o.	U Obecního lesa 3343 47001 Česká Lípa Czechia	CZ699005588	CZ43871143
Clarios Ceska Lipa spol. s r.o.	Dubická 958/66 47001 Česká Lípa Czechia	CZ699005588	CZ46709410
Clarios Germany GmbH & Co. KG	Am Leineufer 51 30419 Hannover Germany	CZ680601271	DE2930919

TI HANDLING

In case of truck shipment, the truck driver must stop at the following address:

Shipments from direction Ukraine:

Celni Jednatelství Zelinka s.r.o.
K Hrušovu 292/4
Praha 10
Czechia
Customs office for TI: CZ510201

Shipments from direction UK:

Celní jednatelství Zelinka s.r.o.
K Hrušovu 292/4
102 00 Praha 10 – Štěrboholy
Czechia
Customs office for TI: CZ510201

ORIGINAL DOCUMENTS

CZECHIA

Please send original customs documents (EUR.1, A.TR. etc.) to following address:

Zelinka –Celní Jednatelství Zelinka s.r.o.
K Hrušovu 293/2
102 00 Praha 10 - Stěrboholý
Czechia



ENTITIES

GERMANY

Entity name	Legal address	VAT No.	EORI No. (for pre-arrival ENS only)
Clarios Germany GmbH & Co. KG	Am Leineufer 51 30419 Hannover Germany	DE115647997	DE2930919
Clarios VARTA Hannover GmbH	Am Leineufer 51 30419 Hannover Germany	DE815530658	DE651081241881621
Clarios Advanced Solutions GmbH	Am Leineufer 51 30419 Hannover Germany Westenholzer Straße 61 33129 Delbrück Germany	DE257683526	DE7202695
Clarios Plastics Germany GmbH	Am Leineufer 51 30419 Hannover Germany	DE225080431	DE652809038692094
Clarios Recycling GmbH	Am Leineufer 51 30419 Hannover Germany Krautscheider Straße 22 53567 Buchholz Germany	DE260826717	DE7189591
Clarios Zwickau GmbH Co. KG	Reichenbacher Str. 89 08056 Zwickau Germany	DE141384630	DE3547604

TI HANDLING

In case of truck shipment, the truck driver must stop at the following address:

Shipments for our premises in Hannover:

Zollamt Hannover-Nord
Hackethalstraße 7
30179 Hannover
Germany
Customs office for TI: DE005102

Shipments for our premises in Buchholz:

Zollamt Bonn
Königswinterer Str. 489
53227 Bonn
Germany
Customs office for TI: DE007152

Shipments for Clarios Zwickau GmbH & Co. KG:

Zollamt Reichenbach
Friedensstrasse 64
08468 Reichenbach im Vogtland
Germany
Customs office for TI: DE005756

ORIGINAL DOCUMENTS

Please send original customs documents (EUR.1, A.TR. etc.) to following address:

Clarios Germany Holding GmbH
Am Leineufer 51
30419 Hannover
GERMANY

Attention: Central Customs Team EMEA



SPECIAL INSTRUCTIONS FOR TRUCK SHIPMENTS EX CH

Options:

1. Create an electronic presentation notification via ATLAS-SumA and an ATB number is generated, which we need for the import
2. Create a transit document (TI) to transfer the import customs clearance to a DE inland customs office (e.g., DE005102)
3. Use the customs offices of our central customs broker:

Import customs clearance in **Weil am Rhein:**

Please report at the following office of our broker directly:

MAERSK Logistics & Services Switzerland AG

Location: BWA Basel - Weil - Autobahn Export DE004055

Address: A2/A5 Gemeinschaftszollanlage, DE-79576 Weil am Rhein, 3. floor, Office No. 307

Contact: cct.clarios@lns.maersk.com, Clarios-EMEA-Customs-DE@clarios.com, cd335@lns.maersk.com

Import customs clearance in **Rheinfelden:**

The driver drives to the Rheinfelden motorway customs office (DE004062 - Warmbacher Straße 90) and goes to the customs brokers office on the CH side (Im Weiherfeld) without reporting to the customs office. The walk takes about 5 minutes. There the driver receives the import documents and with these import documents the driver goes back to the Rheinfelden-Autobahn customs office (Warmbacher Straße 90) and reports there to have the goods released. It is important that the goods are on the premises of the Rheinfelden-Autobahn customs office while our customs broker CH is preparing the documents, but that the driver only reports to DE Customs after the documents have been prepared.

Office in Rheinfelden:

MAERSK Logistics & Services Switzerland AG

Location: Grenzübergang Rheinfelden–Autobahn A98/N3

Adress: Office ground floor; Im Weiherfeld, CH-4310 Rheinfelden3

Contact: cct.clarios@lns.maersk.com, Clarios-EMEA-Customs-DE@clarios.com, cd360@lns.maersk.com

If you have goods cleared at the above-mentioned customs broker offices for the first time, we need approx. one week lead time to make administrative preparations. Therefore, please inform us well in advance.



ENTITIES

SPAIN

Entity name	Legal address	VAT No.	EORI No. (for pre-arrival ENS only)
Clarios Recycling GmbH	Am Leineufer 51 30419 Hannover Germany	ESN0046322D	DE7189591
Clarios Iberia P&D S.L.	Paseo de La Habana 34, 1º 28036 Madrid Spain Plant Burgos : C/Montes Obarenes,3, 09001 Burgos Spain Plant Guardamar : Ctra. N-332, Km. 73,5, 03140 Guardamar del Segura (Alicante) Spain	ESB20022133	ESB20022133
Clarios Plastics Spain S.L.	Pol. Indf. Alfaç III, Calle Palencia, 3 03440 Ibi (Alicante) Spain	ESB78970365	ESB78970365
Metalúrgica de Medina, S.A.	Carretera de Pozaldez s/n 47400 Medina del Campo, Valladolid Spain	ESA47376090	ESA47376090

TI HANDLING

In case of truck shipment, the truck driver must stop at the following address:

For TRUCK via La Jonquera:

AROLA ADUANAS Y
CONSIGNACIONES, S.L.
C/Nord, 35-3911
17700 La Jonquera – Girona
Spain
Customs office no.: ES001741

For TRUCK via Irun:

Legorburu Aduanas
Euskadi Plaza, 1
20305 Irún – Gipuzkoa
Spain
Customs office no.: ES002045

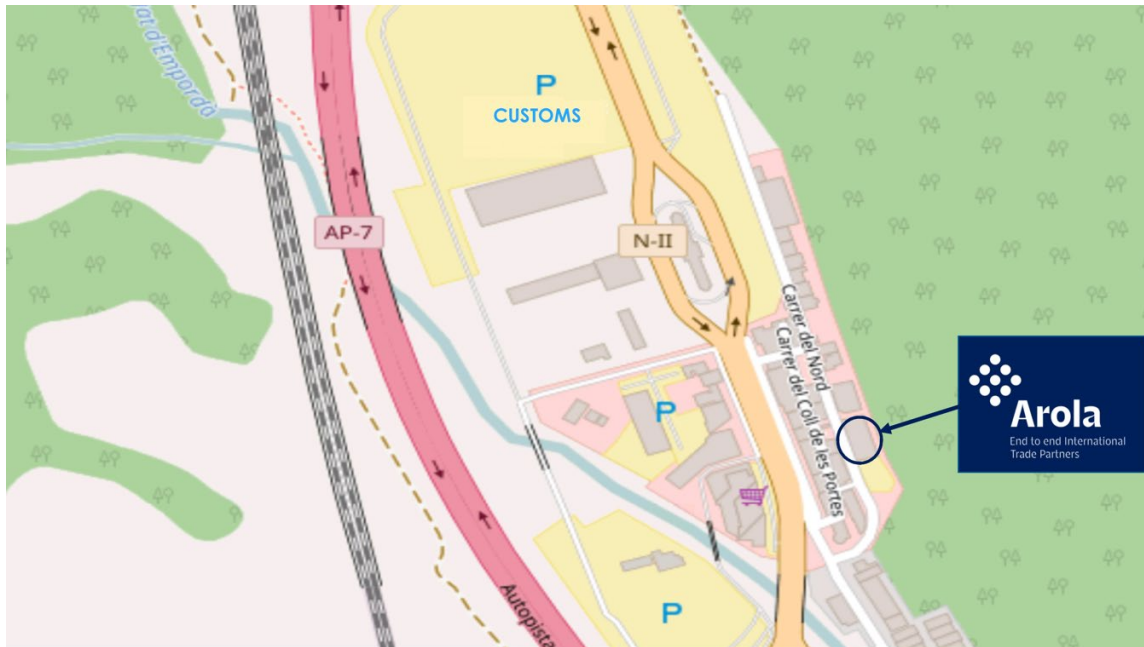
ORIGINAL DOCUMENTS

Please send original customs documents (EUR.1, A.TR. etc.) to following address:

AROLA ADUANAS Y CONSIGNACIONES, S.L.
C/Nord, 35-3911
17700 La Jonquera – Girona
Spain

MAPS OF CUSTOMS BROKER IN LA JONQUERA AND IRUN

SPAIN



DIRECCIÓN/ADDRESS: CARRER NORD, 35 -39—17700 LA JONQUERA (GIRONA)
TEL/PHONE: +34 972 556 765
G.P.S : 42°25 ' 41,4"N 2°52 ' 08,5"E
HORARIO/TIMETABLE: LUNES A VIERNES DE 08:00 A 18:00 MONDAY TO FRIDAY FROM 08:00 TO 18:00
 SÁBADOS 08:00 A 12:30 SATURDAYS FROM 08:00 TO 12:30



DIRECCIÓN/ADDRESS: Euskadi Plaza, 1, 20305 Irun, Gipuzkoa
TEL/PHONE: +34 943 63 80 64
G.P.S : 43°20'35.6"N 1°45'32.7"W



ENTITIES

FRANCE

Entity name	Legal address	VAT No.	EORI No. (for pre-arrival ENS only)
Clarios Sarreguemines SAS	1 Rue Andre Rausch B.P. 40819 57208 Sarreguemines France	FR16440156578	FR44015657800039
Clarios France SAS	Immeuble Mozaik, 23 Rue Francois Jacob 92500 Rueil- Malmaison France	FR69562089896	FR56208989600350

TI HANDLING

Exception: TI documents can be closed at following address:

Clarios Sarreguemines SAS
1 Rue Andre Rausch B.P. 40819
57208 Sarreguemines
France

Respective customs office: Ennery bureau (FR001280)

ORIGINAL DOCUMENTS

Please send original customs documents (EUR.1, A.TR. etc.) to following address:

Maersk Logistics and Services France
Immeuble Le Colbert
2 cours commandant Frattaci
76600 Le Havre
France



ENTITY

GREAT BRITAIN

Entity name	Legal address	VAT No.	EORI No. (for pre-arrival ENS only)
Clarios UK Ltd.	Suite 5 Building 6 Croxley Green Business Park Hatters Lane WD18 8YH Watford United Kingdom	GB297322478	GB297322478000

ORIGINAL DOCUMENTS

Please send original customs documents (EUR.1, A.TR. etc.) to following address:

KGH CUSTOMS SERVICES GmbH
Altes Stellwerk 4
59494 Soest
Germany

