

## PROCEDURE OF CLOSING OF TRANSIT DECLARATION AT HHLA TK Estonia AS TERMINAL

Following variants of the closing of transit declaration (hereinafter **Transit**) for client`s cargoes, arriving at HHLA TKEstonia AS terminal (hereinafter Terminal), are valid:

Variant 1: **Automatic closing of transit** - applied in case of correctly submitted documents. The transit is closed automatically in the NCTS customs system through the Terminal`s accounting program after the cargo arrives at the Terminal.

Variant 2: **Non-automatic closing of transit** requires the Terminal employees to draw up an act of discrepancies, address, and provide documents to the customs.

Is possible in cases:

1. in case of providing incorrect data/documents on the cargo, for example, error in the container number, seal number, amount of cargo, etc.;
2. the third party is indicated in the transit declaration as to the trusted recipient, but not the HHLA TK Estonia AS terminal;
3. other cases that require addressing to the customs.

In the case of Variant 2, the client is notified of the Terminal's need to address the customs and regarding that this is a paid service. The transit is closed only after receiving a client's confirmation to pay for this service to e-mail [tellimus@hlla-tk.ee](mailto:tellimus@hlla-tk.ee).

*NB! In case of refusal to pay for the service, the process of unloading / receiving cargo and closing the transit declaration will be stopped.*

The cost of closing the transit declaration by Variants:

- Variant 1 - free of charge;
- Variant 2 – **18.50** EUR.

NB! All Rates are given without VAT. The client pays VAT in accordance with the valid legislation of the Republic of Estonia.

Bank transfer for service of non-automatic closing of transit is accepted only by valid agreement with the Terminal. In other cases, service is performed by pre-payment on a place in cash or by card.