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| **SLUŽBA PRIHVATA I OTPREME PUTNIKA** PASSENGER HANDLING DEPARTMENT | Tel. +387 33 289 309; Fax.+387 33 289 491  **E-mail:** **lounge@sarajevo-airport.ba** |
| **GRANIČNA POLICIJA AERODROMA SARAJEVO****BORDER POLICE OF BOSNIA AND HERZEGOVINA** | Tel. +387 33 755 359; Fax.+387 33 755 360 **E-mail:** **granpol@granpol.gov.ba****sarajevo@granpol.gov.ba** |
| **CARINSKA ISPOSTAVA AERODROMA****AIRPORT CUSTOMS OFFICE**  | Fax.+387 33 452 680**E-mail:** **carina.aerodromrcsa@uino.gov.ba** **carinakargo.aerodromrcsa@uino.gov.ba**   |
| **MOLIMO DA POPUNJENI OBRAZAC FAKSIRATE NA NAVEDENE BROJEVE TELEFONA ILI E-MAIL ADRESE*****PLEASE SEND THE COMPLETED REQUEST FORM TO THE FOLLOWING FAX NUMBERS OR E-MAIL ADDRESSES***  |
| **Puno ime korisnika/organizacija koji će snositi troškove tražene usluge***Full name of customer/organization requesting the service that will be invoiced*KORISNIK USLUGE/CUSTOMER:     Adresa / Address\*:      VAT No. / PDV broj\*:      ID No. / JIB-PIB\*:      E-mail:      Fax:      Tel**:**      |
|  | **DOLAZAK / ARRIVAL** | **ODLAZAK / DEPARTURE** |
| **BROJ LETA / FLIGHT NUMBER** |  |  |
| **VRIJEME / TIME** |  |  |
| **DATUM / DATE** |  |  |
| **VIP TRETMAN / VIP TREATMENT** |  |  |
| **VIP SALON / VIP LOUNGE**  |  |  |
| **Puno ime i prezime dolazećeg/odlazećeg putnika** **Name and surname of the arriving/departing passenger**  |  |
| **Puno ime osobe koji dočekuje/ispraća putnike i broj telefona kontakt osobe** *– Naznačiti ulaz u restriktivne zone* **Full name and phone number of the person for the greeting and farewell of the passengers** – *Indicate the need for access to restricted areas*  |  |
| **Prijedlog ceremonije dočeka/ispraćaja i predviđeno vrijeme****Proposal of the departure/arrival ceremony and intended time** |  |
| **Spisak predviđenih medija za praćenje ceremonije** **List of planned media for covering the ceremony** |  |
| **Vrijeme dolaska na AP SJJ osoba i vozila koja učestvuju u dočeku/ispraćaju VIP delegacije ili VIP putnika****The time of arrival to AP SJJ of the persons and vehicles participating in the greeting/farewell of the VIP delegation or VIP passenger** |  |
| Da li će biti lica na dočeku/ispraćaju koja će nositi lično naoružanjeWill there be personnel carrying firearms during greetings /farewells? |  DA (YES) / NE (NO) |
| Drugi bitni podaci za koje nadležna služba za protokol smatra da bi mogli unaprijediti sigurnostAdditional information that the responsible Office of Protocol regards as necessary for the advancement of security |  |
| Naznačiti zahtjev za pomoć u manipulaciji prtljagom Indicate if porter service will be needed |  |
| Da li posjedujete robu za carinjenje? (npr. slike i druge umjetnine koja zahtjevaju posebna odobrenja)**Will there be items requiring declaration for customs?** (exmp. paintings and miscellaneous artwork that require special authorization)**Napomena** (navesti zahtjev za ugostiteljske usluge)Note (specify the request for catering services) |  DA (YES) / NE (NO) |

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| Za sve informacije u vezi plaćanja VIP usluga, molimo Vas da kontaktirate Sektor aerodromskih usluga:Regarding applicable charges for VIP services please contact Airport Services Department:Tel: +387 33 289 207; E-mail: aademovic@sarajevo-airport.ba |
| *Zahtjev je potrebno dostaviti najkasnije 48 sata prije leta (odlazak/dolazak), za svaku delegaciju**The request form must be submitted at least 48 hours prior to the flight (departure/arrival), for each delegation.**NAPOMENE: Zahtjev za zakup VIP salona podnosi se najkasnije 48h, a otkaz 24h prije korištenja. U slučaju otkaza u periodu kraćem od 24h ili nekorištenje bez otkaza, usluga će se fakturisati u iznosu od 30% od pune cijene zakupa.**REMARKS: The request for VIP lounge reservation needs to be submitted no later than 48 hours, and cancellation 24 hours prior to use. 30% of the full cost will be charged for cancellations received with less than 24h notice or for nonuse without prior cancellation.* |

*IZJAVA O POVJERLJIVOSTI:*

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*NOTICE OF CONFIDENTIALITY:*

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