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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**](mailto: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**](mailto:granpol@granpol.gov.ba)  [**sarajevo@granpol.gov.ba**](mailto:sarajevo@granpol.gov.ba) | |
| **CARINSKA ISPOSTAVA AERODROMA**  **AIRPORT CUSTOMS OFFICE** | | Fax.+387 33 452 680  **E-mail:** [**carina.aerodromrcsa@uino.gov.ba**](mailto:carina.aerodromrcsa@uino.gov.ba)  **[carinakargo.aerodromrcsa@uino.gov.ba](mailto: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 sigurnost  Additional 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](mailto: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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