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| **SLUŽBA PRIHVATA I OTPREME PUTNIKA** PASSENGER HANDLING DEPARTMENT | Tel. +387 33 289 309; Fax.+387 33 289 407Tel. +387 33 289 120; Fax.+387 33 289 408**E-mail:** **opc@sarajevo-airport.ba** **lounge@sarajevo-airport.ba** |
| **Puno ime korisnika/organizacija koji će snositi troškove tražene usluge***Full name of customer/organization requesting the service that will be invoiced*KORISNIK USLUGE/CARRIER:     Adresa / Address\*:      VAT No. / PDV broj\*:      ID No. / JIB-PIB\*:      E-mail:      Fax:      Tel**:**      |
|  | **DOLAZAK / ARRIVAL** | **ODLAZAK / DEPARTURE** |
| **BROJ LETA / FLIGHT NO.** |  |  |
| **VRIJEME / TIME** |  |  |
| **DATUM / DATE** |  |  |
| **VIP TRETMAN / VIP TREATMENT** |  |  |
| **VIP SALON / VIP LOUNGE**  |  |  |
| **Puno ime i funkcija dolazećeg/odlazećeg putnika***Full name and position of the arriving/departing passenger* |  |
| **Puno ime osobe koji dočekuje/ispraća putnike i broj telefona kontakt osobe\*\****Full name of the person seeing off/meeting the passengers and phone number of contact person \*\** |  |
| ***Zahtjev je potrebno dostaviti najkasnije 24 sata prije leta (odlazak/dolazak), za svaku delegaciju*** *The request form must be submitted at least 24 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 cancellation received with less than 24h notice or for nonuse without prior cancellation.* ***\*\* Osoba na ispraćaju/dočeku putnika kojoj je potreban ulaz u restriktivne zone*** *\*\* Person seeing off/meeting passengers that will need access to restricted areas* **MOLIMO DA POPUNJENI OBRAZAC FAKSIRATE NA NIŽE NAVEDENE BROJEVE TELEFONA:*****PLEASE SEND COMPLETED REQUEST FORM TO THE FOLLOWING FAX NUMBERS:***1. **MEĐUNARODNI AERODROM SARAJEVO** / *SARAJEVO INTERNATIONAL AIRPORT*: **+ 387 33 289 407/8**
2. **CARINSKA ISPOSTAVA AERODROM** / *AIRPORT CUSTOMS SERVICE*: **+ 387 33 450 216**
3. **GRANIČNA POLICIJA** / *BORDER POLICE*: **+ 387 33 755 360**
 |
| Za sve informacije u vezi za plaćanjem VIP usluga, molimo Vas da kontaktirate Sektor komercijale:Regarding applicable charges for VIP services please contact Commercial Department:Tel: +387 33 289 207; E-mail: **aademovic@sarajevo-airport.ba** |

\*Obavezno popuniti podatke u tabeli označene zvjezdicom u skladu sa Članom 120.-126. Pravilnika o primjeni Zakona o porezu na dodanu vrijednost ( Službeni glasnik BiH br. 93/05, 21/06, 60/06, 06/07, 100/07, 35/08 i 65/10) i Uputstva o dostavljanju podataka iz knjigovodstvenih evidencija elektronskim putem ( Službeni glasnik BiH br. 83/19 ).

\*Please make sure to fill in the information in the starred table in accordance with Article 120-126. Rulebook on Implementation of the Law on Value Added Tax (Official Gazette of BiH nos. 93/05, 21/06, 60/06, 06/07, 100/07, 35/08 and 65/10) and Instructions on the submission of bookkeeping data records electronically (BiH Official Gazette 83/19).