



# Tolls Poland

Invoicing of toll fees for vehicles ≤ 3.5 tons on motorways A2 and A4 in the viaTOLL procedure



## General information

- Payment and booking options:
- ∅ Manual toll settlement by means of the UTA Card: The manual toll system is a so-called closed system, which means that the driver has to buy a ticket when entering one of the route sections and, when leaving the motorway he has to pay for the toll transaction at a toll station. The toll fee depends on the vehicle category and on the number of kilometres travelled.
  - ∅ Electronic toll settlement by means of the viaAUTO Box (with effect from 01 July 2012)  
Two versions of the viaAUTO Box will be available:
    - à pre-pay procedure (to be topped up by means of the UTA Card)
    - à post-pay procedure (subsequent invoicing via UTA)

Liability to pay tolls: For all vehicles with an admissible total weight of ≤ 3.5 tons tolls on motorways A2 (Konin – Strykow) and A4 (Wroclaw – Gliwice) must be paid – either manually or electronically – directly at the toll station.

The liability to pay tolls for vehicles of ≤ 3.5 tons on motorway A2 was implemented in 2011.

The liability to pay tolls for vehicles of ≤ 3.5 tons on motorway A4 has been implemented with effect from 01 June 2012. However, at present it is only possible to settle tolls manually.

With effect from 01 July 2012, it will also be possible to settle tolls electronically, by means of the viaAUTO Box. However, the viaAUTO Box can only be used on the aforementioned route sections on motorways A2 (Konin – Strykow) and A4 (Wroclaw – Gliwice).

For vehicles >3.5 tons, the usual ViaTOLL procedure is applicable.

Toll system: In this case, the toll system is equipped with toll stations. Tolls can be settled by means of the UTA Card. Furthermore, these toll portals are also equipped with DSRC technology. Thus, an electronic settlement can be assured. By selecting a toll lane (at the toll station), the type of invoicing can be selected. If tolls are settled by means of a UTA Card, the following lane must be selected:



(MTC = Manual Toll Collection)

For vehicles equipped with a viaAUTO Box, the following lane must be chosen:



(ETC = Electronic Toll Collection)

A filmlet showing the procedure at the toll stations is available under the following link:

<http://www.viatoll.pl/de/pkw/viatoll-system>

Roads which are subject to tolls: Road sections which are subject to tolls: motorway A2 (Konin – Strykow), motorway A4 (Wroclaw – Gliwice).

Motorway company: viaTOLL (GDDKiA), Client Center +48 22 521 10 10 (languages: Polish, English, German and Russian). Availability 24/7.



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Distribution Points for viaAUTO Boxes:

- 7 Distribution Points (DP)
- 7 Contact Points (CP)

Rates for motorway A4:

The rates per kilometre for vehicles  $\leq 3.5$  tons are as follows:

- 0.05 PLN per kilometre for motorcycles
- 0.10 PLN per kilometre for light vehicles (weight category 13,  $\leq 3.5$  tons)

There will be two toll stations available in the manual toll system on this road section: Karwiany and Zernica, plus the following toll stations at motorway exits: Krajków, Brzezimierz, Przylesie, Prady, Dabrówka, Gogolin, Olszowa, Nogowczyce, Lany, Kleszczów, Ostropa and Bojków.

In the manual system, the following means of payment can be used: UTA Card or cash. Cash payment is accepted in Zloty (coins and banknotes) and in Euro (only banknotes). However, change is only returned in Zloty.

In the electronic toll system, invoicing is effected by means of the viaAUTO Box.

We will provide a detailed list of all route sections and the respective costs as soon as they have been published.

Please find the detailed toll rates in the AgencyKnowHow.

Rates for motorway A2:

The rates per kilometre for vehicles  $\leq 3.5$  tons are as follows:

- 0.05 PLN per kilometre for motorcycles
- 0.10 PLN per kilometre for light vehicles (weight category 13,  $\leq 3.5$  tons)

In the manual system, the following means of payment can be used: UTA Card or cash payment. Cash payment is accepted in Zloty (coins and banknotes) and in Euro (only banknotes). However, change is only returned in Zloty.

In the electronic toll system, invoicing is effected by means of the viaAUTO Box.

The following schedule shows the possible route sections (access/exit) and the corresponding rates.



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Rates for motorway A2:

## Tolls for motorway A2 – route section Konin - Stryków

Length of route section (km)						
	Konin Wsch.	Koło	Dąbie	Wartkowice	Emilia	Zgierz
Koło	23.991					
Dąbie	40.706	16.715				
Wartkowice	58.928	34.937	18.222			
Emilia	82.6	58.609	41.894	23.672		
Zgierz	87.749	63.758	47.043	28.821	5.149	
Stryków PPO	99.036	75.045	58.33	40.108	16.436	11.287

Tolls (in PLN) for route sections for 1st class vehicles - motorcycles (PLN). Basic rate = 0.05 PLN						
	Konin Wsch.	Koło	Dąbie	Wartkowice	Emilia	Zgierz
Koło	1.2					
Dąbie	2	0.8				
Wartkowice	2.9	1.7	0.9			
Emilia	4.1	2.9	2.1	1.2		
Zgierz	4.4	3.2	2.4	1.4	0.3	
Stryków PPO	5	3.8	2.9	2	0.8	0.06

Tolls (in PLN) for route sections for 2nd class vehicles – vehicles with an admissible total weight under 3.5 tons (PLN). Basic rate = 0.10 PLN						
	Konin Wsch.	Koło	Dąbie	Wartkowice	Emilia	Zgierz
Koło	2.4					
Dąbie	4.1	1.7				
Wartkowice	5.9	3.5	1.8			
Emilia	8.3	5.9	4.2	2.4		
Zgierz	8.8	6.4	4.7	2.9	0.5	
Stryków PPO	9.9	7.5	5.8	4	1.6	1.1



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Costs relating to the viaAUTO Box:

Compared to other on board units, the viaAUTO Box (in pre-pay and post-pay procedure) must be bought.

Costs for a viaAUTO Box:

The costs for the OBU are as follows:

Period 23/05/2012 – 31/08/2012 = 70 PLN (56.91 excluding VAT). With effect from 01/09/2012 = 135 PLN (109.76 excluding VAT).

Costs for topping up a viaAUTO Box :

The minimum top up amount for a pre-pay Box is 50 PLN (ca. 11 €), the maximum top up amount is 1,000 PLN (ca. 230 €) per vehicle and per Box. The mandatory minimum limit for having to top up the pre-pay OBU is 20 PLN. (ca. 5 €). If the amount falls below the minimum limit, you can hear an acoustic signal which indicates that the amount available on the account is insufficient.

The UTA service supplement for transactions is 2.5% (pre-pay and post-pay procedure).

Obtaining a viaAUTO Box:

The viaAUTO Box can be obtained at selected Contact Points (CP) or Distribution Points (DP). It is not possible to order it via UTA.

At Distribution Points one UTA Card per Box is required.

Please observe: The purchase price for an OBU must be paid in CASH. Invoicing of toll fees can be processed by means of a UTA Card.

Obtaining a ViaBox at 7 selected Contact Points:

It is possible to obtain a ViaAUTO Box (in pre-pay and post-pay procedure) directly at a Contact Point. In order to register for a viaAUTO Box, the documents available in the PKH must be signed. The Contact Point staff member enters the data directly into the data system, prints the form and has it signed by the customer right there. If the person who wants to pick up the device is not authorised signatory, he must present a written authorisation (form "power of attorney" in the Product KnowHow data base). One UTA Card per viaAUTO Box must be presented. In the post-pay procedure the data of the individual UTA Card for the respective viaAUTO Box is recorded in the system. In the pre-pay procedure the UTA Card is only used to top up the device. The top up procedure can be repeated as often as desired.

Obtaining a viaAUTO Box at 7 selected Distribution Points:

At a Distribution Point, the ViaAUTO Box can only be obtained in the pre-pay procedure. The aforementioned registration documents recorded in the PKH are also required. The Distribution Point staff member enters the data directly into the system, prints the necessary form and has it signed by the customer right there. If the person who wants to pick up the device is not authorised signatory, he must present a written authorisation (form "power of attorney" in the Product KnowHow data base). One UTA Card per viaAUTO Box must be presented. In the post-pay procedure the data of the individual UTA Card for the respective viaAUTO Box is recorded in the system. In the pre-pay procedure the UTA Card is only used to top up a device. The top up procedure can be repeated as often as desired.



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Types of contracts for the viaAUTO Box

### Pre-pay

The pre-pay viaAUTO Box can be obtained directly in Poland, at one of the 14 selected Distribution Points. The OBU must be paid in CASH, however, it can be topped up by means of a UTA Card.

The viaAUTO Box can be topped up at any of the 14 Distribution Points or via Internet (in the SelfCarePortal of viaTOLL).

### Pre-pay procedure with automatic top up

The pre-pay viaAUTO Box can be obtained at any of the 14 Distribution Points in Poland. The initial costs for the OBU have to be paid in CASH. To top up the Box, a specific top up amount must be recorded, as well as a service card number to which the amount will be charged. Once the amount has fallen below the minimum limit, the Box will automatically be topped up with the agreed amount (by means of the service card data recorded). Consequently, the driver does not have to top up the Box at a Distribution Point.

### **ATTENTION:**

Once the service card used has expired, the driver must present a new valid service card at a Distribution point and have the new data saved in the system.

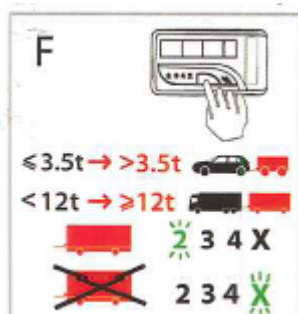
### Post-pay procedure

The post-pay viaAUTO Box can be obtained at any of the 7 selected Contact Points in Poland. The initial costs of the OBU have to be paid in CASH, and the respective data of a valid UTA Card presented can be recorded and will be used to invoice all subsequent transactions.

Existing Via-Box for vehicle category 14

### Change from existing viaBox to viaAUTO procedure

For vehicles of vehicle category 14 (those with trailer are subject to the viaTOLL procedure: weight >3.5 tons, however, for those without trailer the viaAUTO procedure can be chosen: <3.5 tons) there is a special procedure. To avoid having to install two devices in the vehicle, it is possible to "re-personalise" the existing viaTOLL Box simply by signing a supplementary agreement. Once this change has been effected, the Box can be used for both the viaTOLL and the viaAUTO procedure. The feature can be switched by pressing the corresponding button, as required (see figure). This description is also shown in the instruction manual, a copy of which is enclosed to each viaBOX.



The supplementary agreement can be signed via UTA or at any of the 7 Contact Points. The customer can request the required supplementary agreement from the UTA RegistrierungsService.



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## List of Distribution Points:

Woiwodschaft	Name der Tankstelle	Adresse der Kontaktstelle	Lage in der Nähe der Straße/Stadt	Öffnungszeiten	GPS
dolnośląskie	Lotos	55-200 Oleśnica Mała nr 72	A4	24/7	50,845917 17,253853
śląskie	Lotos	Gliwicka 245 43-190 Mikołów	Landesstraße 44, Anfahrt zur A4	24/7	50,219758 18,829114
śląskie	Lotos	Stawowa 7 44-156 Rachowice	A4	24/7	50,311183 18,549961
śląskie	Lotos	Centralna 1 43-180 Orzesze Zawiesz	Landesstraße 81, Anfahrt zur A4	24/7	50,120783 18,814017
śląskie	Stółzom Stocinścy Spółka Jawna	Bielska 27 43-190 Mikołów	Straße 928	Mo – Fr: 09:00 - 17:00	50,156840 18,905330
wielkopolskie	Lotos	Police Mostowe 19 62-604 Kościelec	A2/Poznań	24/7	52,136070 18,631793
wielkopolskie	Lotos	Police Mostowe 20 62-604 Kościelec	A2/Łódź	24/7	52,133784 18,638220

## List of Contact Points:

Woiwodschaft	Name der Tankstelle	Adresse der Kontaktstelle	Lage in der Nähe der Straße/Stadt	Öffnungszeiten	GPS	Telefon
dolnośląskie	Wrocław – Stowarzyszenie Przewoźników Drogowych „Dolny Slask”	IbnSiny Awicenny 18/1 54-611 Wrocław	Stadt	Mo – Fr: 07:00 - 17:00	51,092327 16,950349	+48 71 341 34 33
łódzkie	ZMPD/MERCEDES - Diesel Truck Sp. z o.o. Stryków	Smolice 1L 95-010 Stryków	A2	Mo – Fr: 08:00 - 18:00	51,895700 19,597070	+48 42 280 24 85 +48 42 280 24 87
małopolskie	ZMPD/DAF - Firma Wanicki Sp.z o.o.	Myślenicka 19 32-031 Mogilany	DK 7	Mo – Fr: 07:00 - 17:00	49,951510 19,890447	+48 12 372 70 80 +48 12 372 70 81
mazowieckie	ZMPD/MERCEDES - Diesel Truck Sp. z o.o.	Poznańska 343, Ołtarzew 05-850 Ożarów Mazowiecki	DK 2	Mo – Fr: 07:00 - 17:00	52,210782 20,746865	+48 22 733 52 85 +48 22 733 52 86
opolskie	Opole - Opolskie Zrzeszenie Przewoźników Drogowych w Opolu	Głogowska 35 45-315 Opole	Stadt	Mo – Fr: 08:00 - 18:00	50,659507 17,965640	+48 77 410 82 08
śląskie	Black Pearls	Henryka Dulęby 7 40-833 Katowice	Stadt	Mo – Fr: 08:00 - 16:00	50,264186 18,967092	+48 32 601 25 93
wielkopolskie	ZMPD/DAF - ESA Trucks Poznan Sp. z o.o.	Księdza Piotra Wawrzyniaka 1 62-052 Komorniki	Stadt/Poznań	Mo – Fr: 08:00 - 18:00	52,348422 16,804533	+48 61 810 72 25 61 810 72 26



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Purchase of a viaAUTO Box:

## Registration contract and required documents

ATTENTION: The contract, as well as the necessary additional documents are required for both the pre -pay and the post -pay procedure. On the first page of the contract, the customer must choose between the pre -pay and the post -pay procedure.

- Ø Registration contract
- Ø List of vehicles
- Ø Power of attorney (if the director of the company resp. the authorised signatory cannot sign the contract himself )
- Ø Copy of the excerpt from the commercial register or business registration (if not registered in the commercial register)
- Ø Copy of the identification card of the signatory (for verification purpose)
- Ø Original copy of vehicle registration certificate (must only be presented)
- Ø Documents confirming the pollutant/emission class of the vehicle (only required if not clearly stated in the vehicle registration certificate), e. g. CEMT authorisation, ECMT authorisation. If the required documents cannot be presented, the pollutant/emission class 0 will be determined.

If the customer already disposes of a valid viaTOLL contract (for vehicles >3.5 tons), the viaAUTO Box can be added to his contract and the Contract ID must be given to the Distribution Point. In this case, it is not necessary to complete and sign all contract documents again. Adding a viaAUTO Box to an existing contract is considered to be equivalent to a repeat order.

Personalisation and issuing an OBU:

## The delivery includes:

- viaAUTO Box
- viaAUTO Box holder
- cleaning tissue
- instruction manual (languages : English, Polish). Examples are available in our PKH data base.

## Purchase at a Distribution Point :

If a customer wants to obtain the viaAUTO Box directly from a Distribution Point, the OBU will be issued right after verification and signature of the required forms, and the person collecting the device must immediately check all data for correctness.

Settings on the OBU device:

It is not possible to effect settings on the OBU devices.

Blocking :

Blocking of a device due to theft or lost, must be effected by the customer directly at the next DP or CP.

Replacement:

## Replacement of a device due to malfunction, theft or loss:

In these cases, the customer must go directly to a DP or CP and advise the malfunction, theft or loss accordingly, and, if necessary, he must request to be issued a new Box. The procedure of getting a new Box from Viatoll is called "substituted of an unavailable OBU", which means issuing a replacement Box due to unavailability of an OBU.

## Replacement due to modification of vehicle data :

Return and purchase of a new viaBox by using the registration forms.



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**Control:** Is effected directly at the toll station . In case of a malfunction of an OBU , the driver is s topped and the toll fee must be paid manually. If the UTA Card does not function properly, the toll fee must be paid in CASH.

## Invoicing:

**General:** Motorways A2 and A4, in the viaTOLL procedure, are also subject to go vernmental fees, therefore the invoicing is VAT-free due to the reimbursement of expenses procedure.

**Product codes:** The product codes used for toll transactions in the invoicing documents correspond to those used in the viaTOLL procedure.

**Via UTA:** Invoicing effected by UTA

- Ø Invoicing of Toll POL transactions is effected in our fortnightly K - normal invoice .
- Ø Regarding the post-pay procedure, daily sums per vehicle will be transmitted to UTA electronically.
- Ø Regarding the p re-pay procedure, the corresponding top up amounts will be transmi tted to UTA electronically.
- Ø Invoicing is based on existing viaTOLL product codes. Thus, viaAUTO transactions cannot be distinguished from the viaTOLL transactions listed in our EPN (Single Item Verification doc ument).

**Customer Complaints:** Customer com plaints can be made at any DP or CP.

## Changes:

**Change of vehicle data:** In case of change of the vehicle registration number or of the emission class, a new Box must be bought at a CP/DP.

**Change of method of payment:** Post-pay procedure:  
The customer must return his old viaAUTO Box and must buy a new Box .

Pre-pay procedure:  
On the occasion of his next top up, the customer simply uses the UTA Card.

**Repeat order:** In this case, the original copy of the change request must be signed . The completed list of vehicles and the original vehicle registration certificate must be pr e-sented at the POS. If it is not possible to present the original document, a copy of it together with a written power of authority signed by the owner of the company must be presented .  
(An extra proof of the pollutant/emission class is required, if it is not clearly stated in the vehicle registration certificate, e. g. CEMT authorisation.)

## Special information:

**Login data for Self-Care Portal:** Once the customer is re gistered, he may call the Call Center (+48 22 521 10 10), stating his contract ID and request a password for the Self -Care Portal. If he is already an exisiting viaTOLL customer and, thus, does already have access to the portal, he can use the portal. Howe ver, the pre -condition is that the viaAUTO Box has been added to the existing contract. When buying an OBU at a CP or DP, the customer must indicate that a contract already exists (by stating the co ntract ID).