Załącznik nr 3do procedury nr 11 – wniosek uzupełniający

Appendix No. 3 to procedure No 11 – accompanying application form

**Uzupełnienie do wniosku o udostępnienie dokumentów składanego na podstawie art.**
**36 ust. 1 pkt 2/3\* ustawy z dnia 18 grudnia 1998 r. o Instytucie Pamięci Narodowej**
**– Komisji Ścigania Zbrodni przeciwko Narodowi Polskiemu (Dz. U. z 2016 r. poz. 1575).**

Accompaniment to the application for granting access to documents, submitted pursuant to Article 36 (1) (2/3\*) of the Act of 18 December 1998 on the Institute of National Remembrance – Commission for the Prosecution of Crimes against the Polish Nation (OJ of 2016, item 1575)

**Wnioskodawca**

Applicant

………………………………………………………………………………………………………………………

Imię i nazwisko albo nazwa wnioskodawcy

The applicant 's first name and surname or name

**Adres zamieszkania/siedziba wnioskodawcy**

The applicant’s address of residence/registered seat

Miejscowość

Town/City

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Ulica

Street

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Nr domu Nr mieszkania

House No. Flat No.

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Kod pocztowy Poczta

Post code Post office

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Państwo (dla osób zamieszkałych za granicą)

Country (for persons residing outside Poland)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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Ostanie miejsce zamieszkania w kraju (dla osób zamieszkałych za granicą)

Last place of residence in Poland (for persons residing outside Poland)

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**Adres do korespondencji (jeśli inny niż adres zamieszkania/siedziby)/adres pełnomocnika/adres pełnomocnika do doręczeń w kraju\***

Address for correspondence (if different from the address of residence/registered office) or address of the attorney/the attorney to whom the documents shall be delivered in Poland\*

Imię pełnomocnika/pełnomocnika do doręczeń w kraju

First name of the attorney/ the attorney to whom the documents shall be delivered in Poland

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Nazwisko pełnomocnika/pełnomocnika do doręczeń w kraju

Surname of the attorney/the attorney to whom the documents shall be delivered in Poland

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Miejscowość

Town/City

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Ulica

Street

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Nr domu Nr mieszkania

House No. Flat No.

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Kod pocztowy Poczta

Post code Post office

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**Tel. kontaktowy/email** …………………

Contact phone/e-mail

**Temat prowadzonych badań naukowych/przygotowywanego materiału prasowego\***

Subject of the academic research conducted/the press release\*

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\* Niepotrzebne skreślić.

\*Delete as applicable

**Dane ułatwiające odnalezienie dokumentów**

**Data facilitating the identification of documents**

(np. znane wnioskodawcy sygnatury zgromadzonych w zasobie archiwalnym Instytutu Pamięci Narodowej dokumentów związanych z tematem materiału prasowego, informacje dotyczące uczestników i chronologii wydarzeń związanych
z tematem prowadzonych badań naukowych/materiału prasowego\*)

(e.g. file reference numbers, known to the applicant, of the documents stored in the IPN and connected with the subject of the press material, information on participants and chronology of the events which are connected with the subject of the academic research conducted/the press material)

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**Wskazanie oddziału/delegatury Instytutu Pamięci Narodowej, w której wnioskodawca chciałby się zapoznać z dokumentami:**

Indication of the relevant branch office/delegation of the IPN where the applicant would like to review documents:

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|  |  |
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| …………………………miejscowość, dataTown/City and date | ………………………………………podpis wnioskodawcythe applicant’s signature |

\* niepotrzebne skreślić

\*delete as applicable

**POUCZENIE**

**INSTRUCTION**

1. Zgodnie z art. 36 ust. 2 ustawy o Instytucie Pamięci Narodowej – Komisji Ścigania Zbrodni przeciwko Narodowi Polskiemu z dnia 18 grudnia 1998 r*.* (Dz. U. z 2016 r. poz. 1575) wniosek
o udostępnienie dokumentów w celu prowadzenia badań naukowych lub publikacji materiału prasowego,
w rozumieniu przepisów ustawy z dnia 26 stycznia 1984 r. Prawo prasowe(Dz. U. 1984 r. Nr 5, poz. 24,
z późn. zm.) z upoważnienia redakcji albo wydawcy należy skierować do dyrektora oddziału Instytutu Pamięci, właściwego ze względu na miejsce zamieszkania lub siedzibę wnioskodawcy.

Pursuant to Article 36 (2) of the Act of 18 December 1998 on the Institute of National Remembrance – Commission for the Prosecution of Crimes against the Polish Nation (OJ of 2016, item 1575) the application for disclosure of documents with the purpose of conducting scientific research or to publish press material, within the meaning of the Act of 26 January 1984 - Press Law (OJ of 1984, No. 5, item 24 with subsequent amendments) should be submitted to the director of the IPN branch office within the jurisdiction of the applicant’s residence/registered officewith theauthorisation of the editorial office or publisher.

1. Zgodnie z art. 40 § 4 i 5 ustawy z dnia 14 czerwca 1960 r. – Kodeks postępowania administracyjnego
(Dz. U. z 2017 r. poz. 1257) strona, która nie ma miejsca zamieszkania lub zwykłego pobytu albo siedziby
w Rzeczypospolitej Polskiej lub innym państwie członkowskim Unii Europejskiej, jeżeli nie ustanowiła pełnomocnika do prowadzenia sprawy zamieszkałego w Rzeczypospolitej Polskiej i nie działa za pośrednictwem konsula Rzeczypospolitej Polskiej, jest obowiązana wskazać w Rzeczypospolitej Polskiej pełnomocnika do doręczeń, chyba że doręczenie następuje za pomocą środków komunikacji elektronicznej. W razie niewskazania pełnomocnika do doręczeń przeznaczone dla tej strony pisma pozostawia się w aktach sprawy ze skutkiem doręczenia. Strona ma prawo do złożenia odpowiedzi na pismo wszczynające postępowanie i wyjaśnień na piśmie.

Pełnomocnikiem może być osoba fizyczna posiadająca zdolność do czynności prawnych.

Pursuant to Article 40 (4) (5) of the Act of 14 June 1960 - Code of Administrative Procedure (OJ of 2017, item 1257) if a party
who does not have a domicile or a habitual residence or a registered seat in the Republic of Poland or in other member state
of the European Union, did not appoint an attorney domiciled in the Republic of Poland to conduct the case in the Republic of Poland and does not act through a Polish consul, he/she is obligated to indicate an attorney in the Republic of Poland for delivery service unless the correspondence is to be delivered via e-mail. Should an attorney for delivery service not be indicated, the correspondence designated to the party shall be left in case files with the effect of delivery. The party has the right to submit a response to the letter initiating the proceedings and explanations in writing.

The attorney may be a natural person having legal capacity.