



Goods	Documents required	Customs Prescriptions	Remarks
Removal Goods	<ul style="list-style-type: none"> <li>• Copy of Visa.</li> <li>• Copy of passport.</li> <li>• U.S. Customs Form 3299 (Importer's Declaration).</li> <li>• Supplemental Declaration Form RC-159 in the case of international foreign residents who have not established a residence at time of entry.</li> <li>• Inventory of goods. Please do not use the terms 'Miscellaneous' or 'PBO's' on the inventory.</li> <li>• Ocean Bill of Lading or AWB.</li> <li>• U.S. Customs Service Supplemental Declaration for Unaccompanied Personal and Household Effects.</li> <li>• Stamped I-94 form for non-residents (if applicable)</li> <li>• Power of attorney form</li> </ul>	<p>Duty free if removal goods consist of used household effects which have been in the owner's use and possession abroad for at least one year, and which will keep on being used by the owner in the new residence.</p> <p>B/L (including Express Bills of Lading) must include the following information for container movements to the USA via Canada.</p> <ul style="list-style-type: none"> <li>• Name and date of birth of the owner of the goods.</li> <li>• Address, city, state at origin.</li> <li>• Address, city, state at destination.</li> </ul> <p>This change came into force on the 4<sup>th</sup> of January 2002.</p>	<p>The household goods should not arrive prior to the owner's arrival date. US Customs will not let the goods cleared until the shipper arrival in US. This causes unnecessary container detention charges.</p> <p>Owner should complete the Customs form 3299 prior to shipment of his goods, indicating flight date of arrival, to support their arrival date. This form should be attached to the shipping documents</p> <p><b>Effective immediately</b> Air Waybills and Ocean Bills of Lading for shipments entering USA are to be consigned to the property owner, <b>NOT</b> the Destination Agent.</p> <p><b>New consignment instructions:</b></p> <ol style="list-style-type: none"> <li>1. <b>In the Shippers box:</b> full name, address, city, postal code and country of property owner</li> <li>2. <b>In the Consignee box:</b> full name, address, city and state (2 letter code) with postal code of the property owner (if new home/delivery address is not available then use Employer's address or alternate contact address)</li> <li>3. <b>Notify Party:</b> The forwarder name, address, city, state, postal code, telephone and fax number</li> </ol> <p>Please advise your all appropriate staff of this important change in order to avoid delays and additional charges in clearing imports consigned to agents in USA.</p>



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			Enforcement of this new regulation will probably differ in the various U.S. ports of entry. Please contact Agent(s) U.S. if you need additional information.
Diplomatic goods	<ul style="list-style-type: none"> <li>Request for diplomatic privilege through Consulate and U.S. Department of State or</li> <li>Ocean bill of Lading or AWB.</li> </ul>	Duty free entry - no physical inspection of goods. However x-ray examination is possible.	Importer's U.S. Consulate or United Nations Mission's Office must initiate the request for free diplomatic entry.
Wedding trousseaux	Separate declaration on reverse side of Customs form 3299.	Liable to assessment of customs duties.	
Inheritance	<ul style="list-style-type: none"> <li>Relevant extract of the Will or death certificate.</li> <li>Copy of inventory</li> <li>Letter of inheritance from the inheritor</li> </ul>	<p>No duty if the inheritor writes a letter confirming that he grew up with the items and that these were in his immediate household.</p> <p>Liable to assessment of duty if the items were not in the inheritor's immediate household while he was growing up.</p>	
New furniture, household goods and souvenirs	Sales invoice showing item, price, date and place of purchase.	If owner cannot prove purchase was made at least one year prior to import, goods are subject to various rates of duty.	
Works of Art, Antiques	Antiques require production of a certificate of antiquity showing approximate date of production. U.S. Customs has the right to order antiques to U.S. Customs appraisers' stores for an independent appraisal.	Articles must be at least 100 years old to be considered antique and admitted duty free. Works of art are duty free if they constitute part of household goods removal, possessed by owner for at least one year and are not intended for resale.	Antiques and works of art imported into the U.S. for resale are subject to different regulations.
Jewellery and precious metal		Silverware and ornaments are duty free when imported as part of normal household goods.	Jewellery must not be included with household goods but should accompany owner on arrival.
Computers	<ul style="list-style-type: none"> <li>See removal goods.</li> <li>Specify on inventory, make, model, serial number, value, country of manufacture and where located in shipment. (ex. lift van - rear of container etc.).</li> </ul>	<p>Liable to assessment of duty.</p> <p><b>US Customs will confiscate computers which are deemed counterfeit.</b></p> <p><b>Computers are not subject to duty or confiscation if they are shipped with</b></p>	<p>Computers are to be placed within shipment for Customs easy access.</p> <p>This applicable either when imported as part of removal or as personal luggage.</p>




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<p>Motor vehicles including motorcycles, caravans and trailers</p>	<ul style="list-style-type: none"> <li>• Proof of ownership.</li> <li>• Steam cleaning certificate.</li> <li>• Copy of U.S. Title, Vehicle Registration or letter from Manufacturer's U.S. Representative stating that vehicle was originally manufactured to meet U.S. Environmental Protection Agency and Department of Transportation standards. Vehicles 25 or more years old are exempt from Environmental protection Agency and Department of Transportation standards; however, proof of age, proof of ownership and copy of foreign registration are required.</li> </ul>	<p><b>household goods, and they were not purchased abroad (outside the U.S.A.) in the last 12 months</b></p> <p>Current rate of duty IS 2.5% of value appraised by Customs. Returned American autos can be admitted free of duty if owner can supply copy of U.S. Purchase invoice or export Bill of Lading.</p>	<p>Autos not meeting U.S. emission requirements should not be considered for import as bonding cost (25 to 100% of value of vehicle) and conversion costs can often cost more than value of auto. Time frame in which to comply to:</p> <ul style="list-style-type: none"> <li>• safety standards: 120 days</li> <li>• emission standards: 90 days</li> </ul> <p>If these time frames are not respected, car has to be re-exported, could be confiscated, destroyed, and/or a fine up to US \$10.000 could be imposed. You are strongly recommended to know about the following prior to the shipment:</p> <p>Safety standards: U.S. Department of Transportation, National Highway Safety Administration Office of Vehicle Safety Compliance, NES-32, 407<sup>th</sup> Street S.W., Washington, DC20590. <a href="http://www.nhtsa.dot.gov">http://www.nhtsa.dot.gov</a> )</p> <p>"Gray market" cars: <a href="http://www.nhtsa.dot.gov/cars/ruies/import/gray0797.html">http://www.nhtsa.dot.gov/cars/ruies/import/gray0797.html</a></p> <p>Emission standards: U.S. Environmental Protection Agency, Office of Air, Noise &amp; Radiation, Washington, DC 20460</p> <p><b>IMPORTANT</b> Non-conforming vehicles should be shipped separately so that they don't delay the clearance of the removals.</p>
Boats	Not subject to above emission rules.	Duty free if part of household goods, owned at	



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		least one year and not for re-sale.	
Wine and alcoholic beverages	<ul style="list-style-type: none"> <li>Descriptive inventory.</li> <li>Licence may be required.</li> </ul>	Subject to various rates of duty and taxes.	Do not recommend importing. Some states prohibit entry and Customs will confiscate.
Plants and food		<p>Plants: Prohibited. Food: No meat or meat by-products.</p> <p>Any shipment arriving at any USA sea or airport since 12/12/03, any foodstuffs contained in the shipment must have been pre-cleared prior to commencement of the shipment.</p> <p>Shippers must provide the authorities with advance notice of Human and Animal food shipments. This can be done by accessing the following website: <a href="http://www.fda.gov/oc/bioterrorism/bioact.html">http://www.fda.gov/oc/bioterrorism/bioact.html</a> Once all the details of a shipment are reported the FDA will provide a registration Number, which must be stated on all Bills of Lading as well as Air Way Bills.</p>	<p>Omitting to provide the authorities with the required information may result in delays, fines or even seizure of the shipment by the government.</p> <p><b>Rules apply to beverages as well as food.</b></p>
Firearms and dangerous goods	Any firearms acquired overseas require approved U.S. Alcohol, Tobacco & Firearms (ATF) permit before importing to the U.S.	Same person can import firearms purchased by importer in the U.S. back to the U.S. provided firearms were registered with U.S. Customs before being exported from the United States.	Explosives and other dangerous goods are either prohibited or require special permits.
Pets	Proof of inoculation.	Birds and exotic pets subject to quarantine period.	Make prior telex arrangements with US agent for meeting plane on arrival, clearing, and kennel placement.
Pornographic material, unprocessed furs, skins		Importation prohibited.	
Narcotics, drugs, incitements		Importation prohibited.	
Fumigation of imported and exported wooden materials	The USA Government adopted ISPM-15 (International standards for Phytosanitary Measures Publication 15: Guidelines for Regulating Wood Packaging	Effective as from September 16, 2005, shipments into or out of the USA in wooden packaging, will have to have a Seal, which certifies that the shipment has received the	<p>This does not apply to wood packing materials manufactured of:</p> <ul style="list-style-type: none"> <li>Raw wood of 6 mm thickness or less</li> <li>Processed wood produced by glue, heat</li> </ul>

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	<p>Material in International Trade (aka NIFM-15) to standardise the treatment of wood packing materials used for the transport of goods.</p>	<p>required treatment (HT) Heated Treatment (a minimum wood core temperature of 56°C for a minimum of 30 minutes) or Methyl Bromide Treatment [the minimum temperature should not be less than 10°C and the minimum exposure time should not fall below 16 hours]).</p> <p>The wood packing material must be marked in a visible location on each article, on at least two opposite sides of the article with a legible and permanent mark in black ink. Labels and adhesives are not allowed. The mark should be as follows:</p> <div data-bbox="1048 738 1565 935" style="border: 1px solid black; padding: 5px; text-align: center;">  <div style="display: inline-block; vertical-align: middle; margin-left: 20px;"> <p><b>XX - 000</b></p> <p><b>YY</b></p> </div> </div> <p>Where XX is the country code, 000 the producer number, YY the treatment type, and AAA the inspection agency logo.</p>	<p>and pressure, or a combination thereof</p> <ul style="list-style-type: none"> <li>• Plywood sheets &amp; agglomerated sawdust sheet</li> <li>• Oriented wooden fibre sheets</li> <li>• Sawdust &amp; Wooden fibre</li> </ul> <p>If you have questions, please contact agents in the USA or consult the ISPM publication 15 at:</p> <p><a href="https://www.ippc.int/servlet/CDSServlet?status=ND0zNTIyNSZjdG5faW5mb192aWV3X3NpemU9Y3RuX2luZm9fdmld19mdWxsJjY9ZW4mMzM9KiYzNz1rb3M~">https://www.ippc.int/servlet/CDSServlet?status=ND0zNTIyNSZjdG5faW5mb192aWV3X3NpemU9Y3RuX2luZm9fdmld19mdWxsJjY9ZW4mMzM9KiYzNz1rb3M~</a></p>