
**CUSTOMS REGULATIONS AND ADDITIONAL INFORMATION
FOR IMPORTS**

HOUSEHOLD GOODS REMOVAL

A. Documents Required

Non-Diplomat

- AWB / BL / CMR
- Copy of international passport
- Copies of local identity document for temporary residence
- Pro forma invoice with price of all goods
- Packing list (in English)
- Separate list of electric/electronic appliances with brand and serial number
- Certificates for plants, potted flowers, fine arts, etc, if any
- Letter from the employer in Bulgaria, stating that the foreigner will be working in Bulgaria for a minimum of 12 months.
- Notarized power of attorney authorizing agent to handle customs clearance

Diplomat

- AWB / BL / CMR
- Copy of the diplomatic passport
- Packing list
- Separate list electric/electronic appliances with brand/serial number
- Pro forma invoice with price of all goods
- Employment confirmation/letter from embassy
- Special customs demand authorizing duty-free import of HHG

Citizen

- Copy of the passport (all pages)
- AWB / BL / CMR
- Detailed packing list with exact quantity and weight
- Serial numbers of electric/electronic items
- Inventory list
- Pro forma invoice with value of each item
- Certificates for plants, potted flowers, fine arts, etc.
- An customs import application
- Employment confirmation/letter from employer
- Notarized power of attorney authorizing agent to handle customs clearance

Bulgaria

B. Specific Regulations

- If the client possesses a work permit issued by the Bulgarian Ministry of Labor, it is also considered as a temporary residence permit and the customs guarantee is not applicable
- All imported paintings must be cataloged and described separately, including artist, dimensions, and the type of material used.
- Import duty and VAT might be applied for import of household goods and subject at cost. Customs authorities determine if import duties and VAT apply based on the packing and inventory lists, value declaration, and period of stay abroad.
- Duty-free import of personal effects shall be granted upon authorization by the head officer of the customs office in the area of the respective citizen's permanent residence as stated on his/her identity card
- Duty-free import of personal effects shall be authorized only to citizens who have resided permanently outside of Bulgaria for *at least 12 consecutive months* prior to the change of residence.
- Duty-free import shall only be granted to personal effects which have been possessed by the persons moving to reside permanently in Bulgaria and have been subject to personal and private use by such persons at their previous place of residence.

Non-Diplomat

- Employment confirmation must state that client is going to work in the organization for a minimum of one year.
- Should the local identity document be unavailable, the client may be required to pay a customs guarantee (approx. 26-50% upon the declared value of the inventory).

Diplomat

- The customs demand for permission of duty-free import of HHG must be verified by the Consular Section of the Bulgarian Ministry of Foreign Affairs.

Citizen

- Pro forma or CMR must identify the customs status of the shipment.

MOTOR VEHICLES

A. Documents Required

- Certificate of title/registration
- Foreign registration card
- Visa
- National drivers license
- International insurance policy (Green Card)

Bulgaria

B. Specific Regulations

- Import duty and VAT may apply for import of motor vehicles and subject at cost. The customs authorities determine if import duties and VAT apply based on the packing and inventory lists, value declaration, and period of stay abroad.
- Motor vehicles receiving duty-free entry may not be hired, pledged, leased out or transferred prior to the expiry of 24 months from the date of acceptance of the declaration for release per import procedure, without the prior authorization of the customs office having authorized the import.
- Where motor vehicles are hired, pledged, leased out or transferred prior to the expiry of this period, the customs office shall collect the customs dues and taxes payable in respect of vehicles in accordance with their type and on the basis of the customs value determined or accepted by the customs authorities.

ANTIQUES, ART EFFECTS, CARPETS, AND PAINTINGS

A. Documents Required

- Invoice
- Art/Antique certificate of origin

B. Specific Regulations

- All imported paintings must be cataloged and described separately, including artist, dimensions, and the type of material used.

Important: Valued inventory list for items intended for temporary import should be descriptive, e.g., double-bed set, wardrobe, dining table with six chairs and etc. Home electrical and electronic appliances should be very clearly labeled with serial numbers. It is also suggested to declare low value for items for temporary import.

Note: Valued inventory lists are for customs purposes and do not have to be the same as used for insurance purposes. However, it is strictly advised not to enclose the list used for insurance purposes along with the shipping documents.

RESTRICTED/DUTIABLE ITEMS

Alcohol

- The allowance limit for the import of wine is 2 liters per person and the import of spirits is 1 liter per person.
- Duty charges apply to alcohol and alcoholic beverages.

Tobacco

- The allowance limit for the import of tobacco is 200 cigarettes per person.
- Duty charges apply to tobacco and tobacco products.

Motor Vehicles

- Duty charges apply to more than one car for private use.



Bulgaria

- Commercial motor vehicles, as well as any other vehicles intended to be used for the carrying on of commercial activities will be charged duties.

Professional Equipment

- Duty charges apply to professional equipment other than portable instruments and apparatus.

CONSIGNMENT INSTRUCTIONS

Please contact your preferred local agent prior to export from origin country. When contacting the local agent, updated customs regulations should be requested along with specific consignment instructions based on the importing status of the consignee.

Recommended: Once the shipment is booked, please fax your pre-alert to the agent office along with a copy of the AWB/BL/CMR, packing list, passport copy, and full contact details of the consignee.

Helpful Tips

- Mark the waybills very clearly “Used household goods and personal effects”.
- Packing list should be in English or Bulgarian
- Do not attach the inventory list used for the insurance purposes with the documents enclosed with the shipment.
- Pre-alert along with the copies of the waybill, packing list, valued inventories and shipping schedule should be sent well in advance.
- Consign the shipment directly to the consignee c/o name of his/her organization c/o local Agent/Company name with details noted above.

PROHIBITED ITEMS

- Pornographic books, magazines and other media
- Narcotics, drugs, and stimulants
- Firearms and ammunition
- Weapons

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