
**CUSTOMS REGULATIONS AND ADDITIONAL INFORMATION
FOR IMPORTS**

HOUSEHOLD GOODS REMOVAL

A. Documents Required

- Bill of lading / Airway bill
- Packing list
- Copy of passport
- Copy of diplomatic service card (if any)
- Copy of valid Georgian Visa
- Power of attorney from registered company in Georgia
- Pro forma invoice with detailed inventory list
- Diplomatic protocol

B. Specific Regulations

- The consignee should be present at destination and must have a valid Georgian Visa.
- Detailed Inventory list should be listed as follows:
 - Description of each and every item
 - Number of pieces
 - Weight per box
 - Value per box
 - Total value
 - Transportation value confirmation.
- If inventory list is lacking, customs extensive expertise will be conducted and value of the shipment for further duties and taxes calculations will be set by customs authorities.
- Household goods and personal effects are considered commercial cargo in Georgia and are subject to payment of import customs fee (60 EURO) and customs duty: VAT (18% of CIF value).
- As per Georgian Customs regulations, household goods and personal effects cannot be temporarily imported into Georgia as they are subject to wear and tear, damages, etc., which cannot be identified prior to shipment.
- Customs officers use new software indicating receipt of all documents related to the shipment. The status is indicated with a **Yellow** or **Red** light: **Yellow** means everything is in order and customs clearance will be granted. **Red** means customs officer will review all documents and re-inspect the shipment. All boxes/pallets will be opened and all items will be rechecked for content, weight and number of pieces. If there is any discrepancy with the valued inventory list arriving with the shipment, the consignee will be charged with a penalty (from USD 700.00 up to USD 1000-1500, with no limits depending on nature of discrepancy).
- All import duties are charged on CIF (cost, insurance and freight) value.

Non-Diplomat

- Consignee should be a Georgian citizen or employee of a Georgian company or organization.



Georgia

- Temporary Residence Card (Georgian ID) must be obtained in order to register a shipment for customs clearance.
- The consignee must be employed by a registered company in Georgia.

Diplomat

- Some humanitarian organizations and all diplomatic missions **are exempt** from customs duties on household goods and personal effects of their employees. *Consignees must verify this information before importation.*

Note: Request a copy of consignment instructions before dispatch of the shipment to avoid extra storage charges at airport/terminal.

MOTOR VEHICLES

A. Documents Required

- Bill of lading / CMR
- Copy of technical passport / certificate of title
- Invoice (purchase order)
- Complete vehicle technical documentation (See third bullet point below for Explanation)
- Power of attorney (notarized original)

B. Specific Regulations

- Only vehicles are allowed for temporary importation.
- For temporary importation, the consignee's organization must obtain permission from the Customs Department of Georgia, which may take several weeks. All documents must be forwarded prior to shipment's arrival in Georgia.
- Technical documentation for vehicle must include the following:
 - Manufacturer
 - Model
 - Year of manufacture
 - Engine volume
 - Color
 - Chassis Number
 - Engine number
- For temporary importation, the consignee organization must deposit VAT (18% of CIF) and present a Bank Guarantee Letter. This payment is refundable and will be returned upon the exportation of these goods. Customs fees (60 EURO) should be paid irretrievably.
- Consignee's organization must obtain permission for temporary importation from Customs Department of Georgia, which may take several weeks. All documents must be forwarded prior to shipment's arrival in Georgia.
- Power of attorney is provided from shipper/organization granting permission for consignee/client/organization to temporarily import the vehicle authorizing consignee to move it within the city limits in Georgia. This document has to be translated and notarized into Georgian. Temporary import is valid for a maximum of one year.

ANTIQUES, ART EFFECTS, CARPETS, AND PAINTINGS

A. Specific Regulations

- An original photograph of each item should accompany the shipping documentation.
- A duplicate photograph of each item should be sent to the agent in advance in order to obtain the necessary customs endorsement on the back of each photograph at the time of the importation shipment inspection. This will help the owner to avoid problems with customs authorities at the time these items are exported out of Georgia. Each photograph must have the dimensions and value of the item shown on the back side of each photo.

PETS

A. Documents Required

- Vaccination certificate
- Veterinary certificate (must include animal origin)
- Letters from consignee's organization

B. Specific Regulations

- Receipt of documentation is required 10 days prior to pet's arrival.

RESTRICTED/DUTIABLE ITEMS

Alcohol

- The allowance limit for import of wine and spirits for personal consumption is two liters per person.

Plants

- Shipments containing plants require a Phyto Sanitarian Certificate detailing plant origin, total weight, number of pieces, and description. Import permission at destination is required upon arrival or within 2 days upon arrival. Failure to provide documentation in timely manner will lead to a fine equal to USD 650 (1000 GEL). This requirement applies to transit shipments as well.

CONSIGNMENT INSTRUCTIONS AND PORT INFORMATION

Note: *Request a copy of consignment instructions before dispatch of the shipment to avoid extra storage charges at airport/terminal.*

Recommended: Once the shipment is booked, please fax your pre-alert to the agent office along with a copy of the AWB / OBL / CMR, packing list, passport copy, valued inventories, 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 Russian.
- Do not attach the inventory list used for the insurance purposes with the documents enclosed with the shipment.

It is strongly recommended that all shipping documents be carefully prepared according to the instructions. This will help to avoid unnecessary delays and/or costly storage charges at destination.

PROHIBITED ITEMS

- Weapons of all kinds
- Pornography
- Narcotics
- Toxic material
- Radioactive material
- Food
- Beverages
- Medicine (including vitamins). It is strongly recommended to take all medicine in accompanied baggage.

IAM Note: Customs regulations can change at any time with or without notice. This document is provided as a guide and for information purposes only. While IAM has exercised reasonable care in publishing this document, IAM makes no representation, either expressed or implied, as to its accuracy or applicability.

**CUSTOMS REGULATIONS AND ADDITIONAL INFORMATION
FOR EXPORTS**

MOTOR VEHICLES

A. Specific Regulations

- Temporary imported motor vehicles and motorcycles must be exported out of Armenia by the expiration of the temporary permission period.