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**CUSTOMS REGULATIONS AND ADDITIONAL INFORMATION  
FOR IMPORTS**

**HOUSEHOLD GOODS REMOVAL**

**A. Documents Required**

Diplomat / International Organization Employees / Foreign Citizens Employed in International Organizations – Exempt from Duties

- Copy of airway bill / bill of lading / CMR
- Passport
- Copy of packing list
- Pro-forma invoice with stated value for customs purposes
- Diplomatic protocol from embassy

Non-Exempt from Duties

- Copy of airway bill / bill of lading / CMR
- Passport
- Copy of packing list
- Pro-forma invoice with stated value for customs purposes

Returning Citizen

- Copy of airway bill / bill of lading / CMR sediton paperwork
- Passport
- Copy of packing list
- Pro-forma invoice with stated value for customs purposes

**B. Specific Regulations**

Diplomat / International Organization Employees / Foreign Citizens Employed in International Organizations – Exempt from Duties

- Diplomats importing goods into Kosovo do not need to be present for customs clearance. The customs clearance only takes a short time and can proceed as soon as the protocol is ready.
- Individuals exempt from customs duties on their personal and official effects are: diplomats and their family members representing a special mission in Kosovo; those working in international organizations in Kosovo; and foreign citizens who are employed in international organizations.

Persons Non-Exempt from Duties

- Individuals not exempt from customs duties are those that cannot receive a protocol.
- These individuals need to pay duties on their personal effects. The customs rate is 11.5% of the value of the shipment in addition to 16% VAT.

## Kosovo

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- The customs rate is variable. Non-governmental organizations are exempt from any customs duties for official effects, but VAT taxes must be paid
- Bank guarantee or bond is not needed.

### Returning Citizen

- Returning citizens need to be present for the customs clearance process, which typically takes 2 days.
- Returning citizens cannot import their goods duty free.

## MOTOR VEHICLES

### A. Documents Required

- Driver's license
- Original ownership paperwork

### B. Specific Regulations

- To import a car into Kosovo, the shipper must be present at customs.
- The customs clearance process can take up to 5 days.
- Motor vehicles may not be more than 6 years old.
- A 10-15% duty charged on the estimated value of the vehicle (if there is a protocol then no duty is charged)

## PETS

### A. Documents Required

- Copy of owner's passport
- Pet's passport showing a record of all shots
- Health certificate

### B. Specific Regulations

- The importation of pets is permitted into Kosovo.

## RESTRICTED/DUTIABLE ITEMS

### Alcohol

- The allowance limit for alcohol for personal consumption is one liter per person.
- The allowance limit for wine for personal consumption is two liters per person.

### Tobacco

- The allowance limit for tobacco is 10 boxes or 200 cigarettes per person.

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## CONSIGNMENT INSTRUCTIONS

**Recommended:** Once the shipment is booked, please fax your pre-alert to the agent office along with a copy of the airway bill / bill of lading, packing list, passport copy, and full contact details of the consignee. As consignment instructions change from time to time, it is prudent to reconfirm the advised consignment instructions prior to shipping particularly if the client will be importing as a diplomat.

### Helpful Tips

- Mark the waybills very clearly “Used household goods and personal effects.”
- Packing list should be in English.
- 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.

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.

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

**Note:** *Valued inventory lists are for customs purposes and therefore the value does 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*

## PROHIBITED ITEMS

- Weapons of all kinds
- Pornography
- Narcotics
- Toxic material
- Radioactive material.

**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.*

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**CUSTOMS REGULATIONS AND ADDITIONAL INFORMATION  
FOR EXPORTS**

**HOUSEHOLD GOODS REMOVAL**

**A. Documents Required**

- Packing list
- Pro-forma invoice with stated value for customs purposes

**B. Specific Regulations**

- Individuals including foreigners, national citizens and diplomats do not need to be present at customs to export their goods.
- The customs clearance process takes approximately one day.

**PETS**

**A. Documents Required**

- Copy of owner's passport
- Pet's passport showing a record of all shots
- Health certificate

**B. Specific Regulations**

- Pets are permitted for export from Kosovo.

**MOTOR VEHICLES**

**A. Documents Required**

- Invoice for the car
- Car ownership and papers

**B. Specific Regulations**

- Before a car may be exported, it must be deregistered.

**PROHIBITED ITEMS**

- Antiques such as carpets, paintings, books, icons or any other items considered to be of cultural and historical value, which do not have evidence as endorsed by customs photos upon importation into Kosovo, **cannot** be exported.