
**CUSTOMS REGULATIONS AND ADDITIONAL INFORMATION
FOR IMPORTS**

HOUSEHOLD GOODS REMOVAL

A. Documents Required

- Passport copy
- Airway bill / bill of lading / CMR
- Packing list

Foreigners – Temporary Residence Permit

- Copy of temporary residence permit
- Statement that personal information can be used for customs purposes
- Declaration from employer

Foreigners – Permanent Residence Permit

- Copy of residence permit
- Document proving that the consignee is no longer resident in origin country
- Statement that personal information can be used for customs purposes
- Statement of previous residence
- Declaration from employer

Diplomat

- Copy of Diplomatic Passport
- Slovak Diplomatic ID
- Declaration from diplomatic organization

Returning Citizen

- Copy of Slovak ID
- Copy of visa
- Document proving that the consignee is no longer resident in origin country
- Statement that personal information can be used for customs purposes
- Statement of last address

B. Specific Regulations

Foreigners – Temporary Residence Permit

- If permit is not issued, then confirmation of application from foreign police together with a rental agreement will be acceptable.
- Value will be based on value in packing list, however, no items can be purposely undervalued or customs office will keep the shipment for inspection for several days and it will be kept in bonded warehouse until customs office sets the real value.
- If food is found during the inspection, the shipment will be sent back to origin country at shipper/consignee cost.



Slovakia

- Customs clearance performed in Bratislava.
- Duties of 16.7 % and taxes of 19% will be charged.
- Shipment will be released once payment is received.

Foreigners – Permanent Residence Permit

- If permanent residence permit is not issued, then confirmation of application from foreign police together with a rental agreement will be acceptable. However, customs office may ask for deposit in full amount of duty and tax until the permit is issued. If the documents are provided to the customs office within 60 days, the deposit will be returned.
- A terminated rental agreement and invoice for utilities or health insurance certificate stating the termination will suffice to prove that the consignee no longer resides in the origin country.
- May import household goods and personal effects tax free.
- Customs clearance process is performed in city of residence.

Diplomat

- May import household goods and personal effects duty and tax free.

Returning Citizen

- May import household goods and personal effects duty and tax free
- A terminated rental agreement and invoice for utilities or health insurance certificate stating the termination will suffice to prove that the consignee no longer resides in the origin country.

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 / CMR, 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.

Important: Check with agent prior to shipping for differences in air/sea consignment instructions.

Helpful Tips

- Mark the waybills very clearly “Used household goods and personal effects.”
- Packing list should be in English or Slovak.
- 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 waybill, packing list, and shipping schedule should be sent to agent by fax/email well in advance of shipment arrival.

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
- Narcotics
- Toxic material
- Radioactive material
- Food

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.