
**CUSTOMS REGULATIONS AND ADDITIONAL INFORMATION
FOR IMPORTS**

HOUSEHOLD GOODS REMOVAL

A. Documents Required

- Passport copy (page with photo)
- Valid Ukrainian Visa
- Ukrainian tax code and registration
- Pro forma invoice with customs value of the shipment
- Detailed packing list
- A separate list describing year of production and country of origin for any items of cultural value (works of art, antiques, carpets, silver and musical instruments)
- Two sets of photographs for items of cultural value
- Copy of client's company's accredited registration with the local authorities at destination
- AWB / BL / CMR
- Notarized power of attorney (non-diplomatic shipments only)
- Copy of immigration stamp (for temporary imports)
- Employment agreement stamped and signed (for temporary imports)
- Work permit (for temporary imports)
- List and photos of items that require documentation for re-export (antiques, pictures, carpets, etc.)
- Completed customs declaration form (T6 form)

B. Specific Regulations

- Electronic/electrical appliances should be clearly marked on the packing list with serial numbers.
- Items such as CDs, videotapes, computers (hard drives), audiotapes, DVDs, floppy diskettes and other digital and record media may undergo customs censoring procedures.
- Foreigners importing in under non-diplomatic status may import household goods and personal effects duty free. However, it is critical that all documentation requirements must be met.
- The inventory/detailed packing list must declare every item in the shipment.
- DO NOT INDICATE THE INSURANCE VALUE on the pro forma invoice.
- Customer must fill out passenger customs declaration (T6 Form) upon arrival at airport and declare any unaccompanied baggage.
- Without customs declaration, the shipment cannot be temporarily imported and will be charged duties and taxes.
- All wooden boxes must be fumigated at origin and display the ISPM-15 stamp prominently.

Household goods can be cleared as final or temporary import:

Final import - if the shipment is cleared as final import duties and taxes may be charged (around 40% of actual value)

- An import customs fee of 0.2% of pro forma value is charged.

Temporary import - if the shipper comes to Ukraine for a period of 1 year or less with the intention of exporting the goods within that year, the shipment can be cleared as temporary import. However, if the imported shipment or part of it is not exported within one year, duties and taxes are to be paid. Therefore the shipper's company must write an official guarantee letter (on company letterhead) to the Regional Customs Office to make customs clearance of his/her personal effects and a guarantee that the personal goods will be exported within 1 year unless officially extended. In this statement, the company informs customs of the following:

- The duration of the shipper's contract in Ukraine.
- The shippers position within the company.
- The shippers address in Ukraine with a contact telephone number.

MOTOR VEHICLES

A. Documents Required

Non-Diplomat

- Original passport of the vehicle in the name of the consignee
- Original car registration form/certificate of title
- Employment visa (if driving vehicle into Ukraine)
- Proof of international insurance (if driving vehicle into Ukraine)
- Detailed description of the vehicle including frame, chassis number, engine number, make, model, size/weight, etc.
- Original commercial invoice or bill of sale

Diplomat

- Original passport of the vehicle in the name of the consignee
- Copy of Ukrainian Diplomatic ID
- Original car registration form/certificate of title
- Detailed description of the vehicle including frame, chassis number, engine number, make, model, size/weight, etc.
- Original commercial invoice or bill of sale

B. Specific Regulations

- Only one vehicle may be imported per shipper, and it must not be more than 5 years old.
- If client does not have a work permit, customs duties and taxes must be paid.
- It is advisable not to unregister vehicle at place of origin.

Ukraine

Non-Diplomat

- Must be present for the customs clearance process.
- One vehicle is allowed duty free for the period of one year; after one year high customs taxes are levied.
- May cross border driving personal vehicle with required documentation; vehicle must be registered at the customs office within 5 days.

Diplomat

- May import personal vehicles free of duty on temporary basis.

ANTIQUES, ART EFFECTS, CARPETS, AND PAINTINGS

A. Specific Regulations

- A separate list describing year of production and country of origin for any items of cultural value (works of art, antiques, carpets, silver and musical instruments)
- Two sets of photographs for items of cultural value must also be submitted.
- Permission from the Ministry of Culture is required for items such as antiques, artifacts, graphics, sculptures, archeological items, old books, archive documents, musical instruments, collections, etc.
- The Ministry of Culture may require an expert evaluation of the items through the Museum of History.
- Precious jewelry, stones and currency can be imported only as accompanied baggage and must be declared with customs authorities (at the airport) at the time of arrival.
- The declaration should be kept in safe custody because the same document will be required for presentation to authorities at time of departure.

PETS

A. Documents Required

- Notarized Power of Attorney from the client
- Pet passport showing records of all vaccinations
- Veterinarian certificate (issued domiciliary) – international form
- Pet export permit
- Purchase invoice indicating pet's price
- Form 1 (color - blue) – from a veterinary clinic
- Agriculture certificate

B. Specific Regulations

- Pets can be carried on as carry-on luggage but this must be cleared with the individual airline.
- The weight (pet + kennel) shall not exceed 5 kg; otherwise the pet needs to be loaded as cargo.

Ukraine

- Due to new customs requirements, persons and companies without agricultural certificates and permission from Ministry of Agriculture are not able to receive pets; however, it may be possible to transport the pet to Ukraine on the same flight with the owner of the pet. There are no special requirements in this case.

Kennel requirements

- Must be appropriate dimensions for pet to be able to stand up and turn around.
- Free access of air – one full door must have air access.
- Bottom must be waterproof; covered with absorbing material.
- Must have a metal door from which pet's paws cannot protrude.

RESTRICTED/DUTIABLE ITEMS

- Foodstuff
- Items made before 1945, including furniture, ornaments and books
- Artistic drawings and paintings
- Hand-made carpets
- Coin and stamp collections
- Figurines, sculptures and statues, icons and Samovars
- Musical instruments (note serial number)
- Precious metals, precious and semi-precious stones and anything made of them
- Books (note author, title and publisher of each book)
- Any item of cultural value must be documented with two photos, which need arrive at least one week prior to importation into Ukraine.

CONSIGNMENT INSTRUCTIONS

Important: The origin agent should always contact local agent in Ukraine prior to export for consignment instructions as there are many factors that can influence the instructions. Incorrect consignment instructions may lead to major delays and increased port charges.

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 Russian.
- 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, customs valued inventory, and shipping schedule should be sent well in advance.
- Under-declared valued inventory for customs purposes should be attached to the documents enclosed with the shipment.
- Include items such as books, CDs, audio and videotapes on the packing list; it will help having them declared under temporary import.

Ukraine

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 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.

PROHIBITED ITEMS (IN UNACCOMPANIED BAGGAGE)

- Alcohol
- Live plants
- Food
- Fresh meat and vegetables
- More than 20 CDs or 20 DVDs
- Skins and furs of animals
- Feathers
- Drugs, narcotics
- Money, bank notes
- Items made of precious metals/stones
- Jewelry
- Flammables
- Chemicals
- Items under pressure
- Tobacco
- Weapons of all kinds
- Pornography
- Toxic material
- Radioactive material
- Pets

IAM Note: Customs regulations can change at any time with or without notice. This document is provided as a guide and for information 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**

HOUSEHOLD GOODS REMOVAL

A. Documents Required

- Pro forma invoice (translated into Russian) which states the approximate value of each item
- Packing list
- Notarized power of attorney
- A written, stamped, signed statement from the shipper to Regional Customs Office which is a customs internal form and must be signed at customs
- Copy of client's company's accredited registration with the local authorities
- Copy of clients passport, visa, Ukrainian tax code and registration
- Shipping details indicating the correct consignee instructions
- List and photos of items that require documentation for re-export (antiques, pictures, carpets, etc.)
- Import documents
- An export customs fee of 0.2% of Performa value is charged.

B. Specific Regulations

- Duties and taxes will be charged on items left behind.
- Ukrainian citizens must be present for the customs clearance.

ANTIQUES, ART EFFECTS, CARPETS, AND PAINTINGS

A. Specific Regulations

- Two photographs of each item
- Original purchase receipt, if possible

B. Specific Regulations

- Export of antiques, such as carpets, paintings, books, icons, or any other items which are considered to be of Ukrainian cultural and historical value shall require an expertise committee from the Ukrainian Ministry of Culture to verify its antiqueness and the historical/cultural value they hold.
- Exportation may proceed only if granted permission by the expertise committee.

RESTRICTED/DUTIABLE ITEMS

- Food items
- Items made before 1945, including furniture, ornaments and books
- Artistic drawings and paintings
- Hand-made carpets
- Coin and stamp collections
- Figurines, sculptures and statues, icons and Samovars

Ukraine

- Musical instruments (note serial number)
- Precious metals, precious and semi-precious stones and anything made of them
- Books (note author, title and publisher of each book)
- Any item of cultural value must be documented with two photos, which need arrive at least one week prior to importation into Ukraine.

PROHIBITED ITEMS

- Weapons and ammunition of all kinds
- More than 20 CDs or 20 DVDs
- Pornographic material
- Fresh meat and vegetables
- Alcohol
- Tobacco
- Food
- Plants
- Narcotics, drugs
- Toxic material
- Radioactive material
- Export of antiques, such as carpets, paintings, books, icons or any other items which is considered to be of cultural and historical value
- Voided passport or passport of other country (if the consignee has dual citizenship)