



Customs Guide **CZECH REPUBLIC**

Information from ADA Europe

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GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
<p>Used household goods and personal effects – NON-EU citizens</p>	<ul style="list-style-type: none"> ▪ Photocopy of passport (main page + all relevant pages with stamps and visas if applicable). ▪ Proof of residence in origin country (minimum of 12 months prior to shipper establishing residence in the Czech Republic) Example: VISA, housing contract, confirmation from employer). ▪ Proof of residence in the Czech Republic: <ul style="list-style-type: none"> ▪ copy of housing contract (rental period: minimum of 12 months), ▪ copy of work permit, ▪ copy employee card or residence permit or long term visa (if already available). ▪ Power of attorney authorising the removal company to represent the shipper at the customs authorities – Original needed. ▪ Company statement – confirmation from the employer about the working assignment in Czech Republic or work contract. ▪ Application for Exemption from Customs Duty – this document is required in original and duly signed! ▪ Inventory list. 	<ul style="list-style-type: none"> ▪ Duty free. ▪ Within 12 months from importation, goods may not be lent, given as security, rented out or sold without prior notification to the competent customs authorities. 	<ul style="list-style-type: none"> ▪ English will be accepted by customs for some documents (not only Czech), for example lease contract. ▪ Household goods can be imported duty and tax free under the following conditions: <ul style="list-style-type: none"> ▪ The goods have been in shipper's ownership and used at shipper's former normal place of residence for at least six months prior to shipping. ▪ The goods are intended to be used by shipper for the same purpose at his new normal place of residence. ▪ Duty and tax relief may be granted only to persons whose normal place of residence has been outside the customs territory of the EU for a continuous period of at least 12 months prior to shipping. ▪ Duty and tax relief shall be granted only for personal property and household goods entered to EU within 12 months from the date of establishment of a normal place of residence in EU. ▪ Application for exemption from customs duty and Authorization letter are required in original.

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<p>Used household goods and personal effects – EU and Czech citizens returning</p>	<ul style="list-style-type: none"> ▪ Photocopy of passport (main pages + all relevant pages with stamps and visas if applicable). ▪ Proof of residence in origin country, showing stay outside of EU for at least 12 months before establishing residence in EU (for example: VISA, housing contract, confirmation from employer). ▪ Proof of residence in EU: <ul style="list-style-type: none"> ▪ Copy of EU residence permit or EU ID card (Obcansky prukaz) or registration with Municipal house. ▪ Copy of housing contract (rental period: minimum 12 months) / purchase contract for the house. ▪ Application for Exemption from Customs Duty- this document is required in original and duly signed! ▪ Company Statement – confirmation from the employer about the working contract. ▪ Power of Attorney authorising the removal company to represent the importer at the customs authorities – original needed. ▪ Inventory list. 	<ul style="list-style-type: none"> ▪ Duty free. ▪ Within 12 months from importation, goods may not be lent, given as security, rented out or sold without prior notification to the competent customs authorities. 	<ul style="list-style-type: none"> ▪ English will be accepted by customs for some documents (not only Czech), for example lease contract. ▪ Household goods can be imported duty and tax free under the following conditions: <ul style="list-style-type: none"> ▪ The goods have been in shipper's ownership and used at shipper's former normal place of residence for at least six months prior to shipping. ▪ The goods are intended to be used for the same purpose at his new normal place of residence. ▪ Duty and tax relief may be granted only to persons whose normal place of residence has been outside the customs territory of the EU for a continuous period of at least 12 months prior to shipping. ▪ Duty and tax relief shall be granted only for personal property and household goods entered to EU within 12 months from the date of establishment of a normal place of residence in EU. ▪ Application for exemption from customs duty and Authorization letter are required in original.
<p>Personal Effects - Diplomats removal</p>	<ul style="list-style-type: none"> ▪ Photocopy of passport. ▪ Power of attorney authorising the removal company to represent the importer at the customs authorities – Original needed. ▪ Inventory lists. ▪ Statement from the Embassy confirming client's assignment in Czech Republic. ▪ Import Declaration for diplomatic goods or Vehicles (form). ▪ Diplomatic ID card issued by the Czech Ministry of Foreign Affairs. 	<ul style="list-style-type: none"> ▪ Duty free. ▪ Within 12 months from importation, goods may not be lent, given as security, rented out or sold without prior notification to the competent customs authorities. 	<ul style="list-style-type: none"> ▪ Import Declaration for diplomatic goods (2 x form) and Power of Attorney are required in original. ▪ Import of alcohol is allowed for diplomats – please contact your local embassy for more information about quotas.

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Automobiles and motorcycles	<ul style="list-style-type: none"> ▪ A form stating: <ul style="list-style-type: none"> ▪ Official/factory name and type of vehicle ▪ Manufacturing number (VIN number) ▪ Vintage (year when the vehicle was manufactured) ▪ Type of fuel ▪ Weight of the car ▪ Invoice or other confirmation of car purchase (original & legible copy) – will be returned on shipment delivery date. ▪ Registration book of the car / Certificate of title (original copy) – will be returned on shipment delivery date. ▪ All the same documents as for import of household goods and personal effects (see above). 	<ul style="list-style-type: none"> ▪ Duty free as far as all requirements as for household goods are fulfilled. ▪ Within 12 months from importation vehicles may not be lent, given as security, rented out or sold without prior notification to the competent customs authorities. 	<ul style="list-style-type: none"> ▪ Car can be imported duty and tax free as part of HHG move under the following conditions: <ul style="list-style-type: none"> ▪ The vehicle has been in shipper's possession and used at his/her former normal place of residence for at least six months prior to shipping. ▪ Is intended to be used for the same purpose at his new normal place of residence. ▪ Duty and tax relief may be granted only to persons whose normal place of residence has been outside the customs territory of the EU for a continuous period of at least 12 months. ▪ Duty and tax relief shall be granted only for a car entered to EU within 12 months from the date of establishment of a normal place of residence in EU. ▪ Vehicle can be sold after one year from the date of importation. ▪ NOTE: It might be a problem to register vehicles older than 8 years. Exceptions are vehicles over 30 years old that can be registered and used as old-timers.
Alcohol and cigarettes	<ul style="list-style-type: none"> ▪ As for removal of household goods and personal effects. 	<ul style="list-style-type: none"> ▪ Dutiable. 	<ul style="list-style-type: none"> ▪ There is no allowance for duty and tax-free import of alcohol or tobacco in unaccompanied shipments. ▪ Import of alcohol is allowed for diplomats – please contact your local embassy for more information about quotas.
Animals	<ul style="list-style-type: none"> ▪ Veterinary import permission issued by the State Vet Office in Prague, Czech Republic. ▪ Veterinary certificate issued by the State Vet Office in the country of the animal's origin. 	<ul style="list-style-type: none"> ▪ Duty free. 	<ul style="list-style-type: none"> ▪

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	<ul style="list-style-type: none"> ▪ International vaccination certificate. 		
Firearms	<ul style="list-style-type: none"> ▪ Document / firearms accompanying certificate / issued by the Embassy of the Czech Republic from the country the customer lives in. 	<ul style="list-style-type: none"> ▪ Duty free (as a part of shipment with used household goods). 	<ul style="list-style-type: none"> ▪ It is allowed temporarily to import, export or carry on the territory of the Czech Republic or transit across the territory of the Czech Republic weapons of the Categories A, B or C or ammunition for such weapons solely subject to a license. The license is issued in the form of a firearms accompanying certificate. A firearms accompanying certificate good for transit of weapons or ammunition may be issued upon request from natural persons and legal entities by embassies of the Czech Republic. In respect of natural persons and legal entities visiting the Czech Republic for the purpose of hunting or participation in marksmanship contests that hold a European gun license, also by the police units at frontier crossings. ▪ A firearms accompanying certificate needs not be submitted in respect of weapons of the Categories B and C and ammunition for such weapons, if their holders come from a Member State of the EU, and if they are holders of an European gun license issued in respect of such transferred weapon and if they can declare the purpose of their travels. ▪ Travelers from a third country who travel to a Member State of the EU, during controls at the external frontier of the EU, must submit a license issued by the appropriate authorities of each relevant Member State to

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			whose territory or across whose territory they intend to travel carrying such weapon or ammunition.



The FIDI Global Alliance

Bld Louis Schmidt 29 B1
1040 Brussels - Belgium

Tel.: +32 2 426 51 60
Email: fidi@fidi.org

www.fidi.org