

### CUSTOMS REGULATIONS AND ADDITIONAL INFORMATION

#### FOR IMPORTS

*Update: Due to a recently implemented law by Russian Customs, foreign citizens importing their household goods and personal effects on a temporary basis into Russia will be assessed import customs duties. This regulation is expected to be overturned in late November but it is still in effect. As a result, please counsel your shippers so that they are aware of these potential charges. The regulations below reflect the former and the (presumed-to-be) future customs regulations as soon as the law is overturned.*

#### HOUSEHOLD GOODS REMOVAL

##### A. Documents Required

- Copy of airway bill / bill of lading / CMR
- List of items of cultural value and corresponding photos for each item
- List of electronic appliances containing brand, serial number and model number
- Pro forma invoice
  - Not required for air shipments
- Packing list
  - A serial number and model are required for electric appliances.
  - Avoid marking "Packed by Owner" or "PBO"
  - Photographs are required for cultural items.

##### Foreign Citizen

- Copy of passport
- Copy of visa
- Copy of registration in Moscow
- Employment agreement
- If shipment is not being cleared in Moscow, the following additional documents are required:
  - Stamped T6 Customs Declaration form
  - Temporary import obligation

##### Diplomat

- Two stamped copies of Diplomatic card provided by embassy or diplomatic mission
- Two copies of letter from embassy

##### Returning Citizen

- International passport
  - Copy in case of import with duties and taxes
  - Original in case of duty and tax free import
- Copy of internal Russian passport
- Copy of visa from the shipper's previous country of residence or stay.
- Copy of registration in Moscow
- Stamped T6 Customs Declaration form

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- Letter from employer or Russian consulate abroad confirming the period and the reason of stay abroad.

### B. Specific Regulations

- Information on the weight/volume of the shipment must be provided to the local agent in Russia.
- Russian Customs require a very carefully prepared packing list for all shipments. Please ensure that packing lists and inventories include all necessary detail on items shipped including anything that may be deemed of cultural value.
- Check with agent for specific regulations regarding the import of items under the temporary import regime.
- Items eligible for temporary import include:
  - Furniture
  - Electrical appliances
  - Artwork
  - Rugs
  - Souvenirs
  - Books
- Customs duties can only be estimated as no standard calculation table exists; as a result, amounts vary depending on the contents of the goods and the declared value, etc.
- No pro forma invoice is required for air shipments.
- Several items commonly found in household goods are considered disposable or degradable and may therefore fall under customs duties.
- T6 Customs Declaration Form
  - T6 form must be filled out by shipper at the airport upon arrival in Moscow.
  - The shipper must ensure the T6 form is stamped and signed by customs officer at the Moscow airport.
  - Do not let customs officer keep T6 form
    - *If customer cannot produce a signed, stamped T6 form declaring household goods and personal effects shipments, duty-free clearance is impossible and the customer will pay applicable duties.*
  - One T6 form is needed regardless of how many shipments the client has. This information must be detailed on the form e.g. 1 CTR + 5 PCS by air.
  - The shipper must proceed through the red channel at the Moscow airport and declare unaccompanied baggage as household goods and personal effects.
- Moscow registration
  - On the flight to Moscow, the shipper will be provided with an immigration card.
  - This card should be completed as soon as possible; the shipper will be allowed to leave the terminal without completing the card.
  - The immigration card has to be filled out for registration to proceed.
  - Upon arrival, the shipper must register within three days or is subject to a 1000 RUB fine per day.
- For information on how duties and taxes are calculated, contact the local agent in Russia.

**Note:** *Almost all air shipments are subject to customs duties. Exceptions include diplomatic shipments and shipments of Russian citizens privileged for duty-free importation.*

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### Foreign Citizens

- Foreign citizens not employed in Russia are treated as private persons and the rules are the same as for returning Russian citizens.
- Foreign citizens with multiple commercial visas include employees of accredited representative offices of foreign companies, foreign correspondents, and employers of joint ventures and Russian legal entities.
- These shippers may import personal effects under a temporary import regime.
- Import duties are not levied on goods which are imported temporarily.
- Import air shipments can be customs cleared under duties and taxes only.

### Diplomat

- Employees of embassies or diplomatic missions who hold a Diplomatic Card are able to import under diplomatic status.
- Otherwise, employees who work for embassies and diplomatic missions (but do not hold a Diplomatic Card) are eligible to import items under the temporary import regime afforded to foreign citizens working in Russia.
- Import duties are not levied on goods which are imported temporarily.

### Returning Citizen

- A repatriating citizen may import goods duty free if they can prove an uninterrupted stay abroad of at least six months prior to their return to Russia.
- To prove this, a shipper must provide the following:
  - A stamped T6 Customs Declaration form
    - The shipper has to check field 2.2 and declare exact number of packages expected to be sent separately.
  - A stamped passport clearly showing the shipper's time spent abroad and that they have not entered Russia within the past 6 months.
- This applies only to importers bringing less than 2100 USD worth of items in their accompanied luggage, air, and surface shipments together. (regardless of the size of the shipment)
- If the value is more than 2100 USD, the shipment can be imported under duties and taxes only and an 18% VAT will be assessed.
- Russian citizens who have entered the country during the six months prior to repatriation are treated as non-accredited individuals for customs purposes.
- If the shipper cannot provide declaration, customs may deny privileges such as duty relief or reduced duties.

## **MOTOR VEHICLES**

### **A. Documents Required**

- Original technical card of the vehicle
- Original purchase invoice
- Original plate of the car
- Copy of owner's passport
- Copy of owner's visa
- Copy of registration in Moscow

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### Diplomat

- Letter from the embassy or diplomatic mission
- Diplomatic card stamped by the embassy or diplomatic mission

### **B. Specific Regulations**

- Original purchase invoice show the value of the car.
- Duties and taxes apply.
- Duties and Taxes are calculated by Russian customs authorities based on make, engine type, volume, horsepower, year of production, etc.
- If the household goods and the car are sent in the same container, the clearance must be done at two terminals (vehicles must be cleared at a special terminal only).
- The truck or container needs to arrive under 1 TIR Carnet but with 2 separate pro forma invoices (one for the household goods and one for the car).
- Truck or container should proceed to the custom post indicated by the local agent in Russia for vehicle clearance first.
- There, the car will be offloaded and the truck can continue its way to the customs terminal where the household goods can be sent.
- As a result, it is advised to send household goods and vehicles in separate containers if possible to avoid this confusion.

### Foreign Citizen

- Foreign citizens are granted a privilege of temporary (duty free) importation of their vehicles.
- Period of temporary importation is fixed in accordance with validity terms of the current Russian visa terms.
- The following conditions must be met for temporary importation:
  - All original documents for the car are available and can be provided to the customs
  - At the moment of the vehicle's arrival in Russia, the shipper must provide their visa to Russian Customs.
  - The shipper can provide a confirmation letter from his Russian employer.
- When customs clearance is granted, customs will issue a re-export obligation.
- This document confirms temporary status of the imported vehicle and allows for its re-export at the applicable time.
- The re-export obligation is given to the owner and is to be carefully maintained. In case the client does not renew it prior to its expiration date, customs may require payment of full customs duties for the vehicle or impose fees of approximately 100% to 200% of the value of the imported vehicle.

### Diplomat

- Must present diplomatic or service card upon arrival of the vehicle.
- All documents for import customs clearance are collected with the according embassy or mission in Russia only.
- Customer is not required to be present for the custom's clearance process.

### Returning Citizen

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- 2 CMR are needed if the truck is carrying both a household goods shipment and a vehicle. This only applies to the imports for Russian Citizens.
- Citizens importing a vehicle into Russia are not granted any duty privileges and are subject to 100% payment of the customs duties.
- Contact agent for an estimate of duties for each vehicle; agent will need the following information:
  - Make and Model of the vehicle
  - Year and month of production
  - Engine Type
  - Engine capacity
  - Horsepower
  - Any technical details
- Citizens must personally be present upon arrival of any vehicle for customs clearance.
- Citizen must sign customs documentation and pay customs duties personally upon arrival of the vehicle.
- Representatives acting on his/her behalf are not allowed to proceed with the exception of customs brokers authorized by the customs office.

### ANTIQUES, ART EFFECTS, CARPETS, AND PAINTINGS

#### A. Documents Required

- A detailed list of cultural objects
- Two color photos of each cultural object taken from the same angle.
- Original photographs of items of cultural value
- CITES and vet certificate from the origin country are needed for stuffed animals, antlers, trophies, and animal skins

#### B. Specific Regulations

- All items of cultural value, such as rugs, art, paintings, musical instruments, and other items need to be registered upon arrival.
- A detailed list is absolutely necessary. It should include as much information about the imported pieces as possible. Contact the local agent in Russia to obtain a template.
- Registering goods upon arrival is needed to receive the export permits when needed.
- This is absolutely necessary for cultural objects older than 100 years old. These items will not be allowed export unless registered. For objects older than 50 years, the process to obtain an export permit is lengthy if the item was not registered previously.
- Photographs should be numbered according to the detailed list.
- If you use digital cameras, please use photo paper for printing, because the black and white photos on normal paper cannot be accepted.
- Items of "cultural value" are defined as works of art including:
  - All items (including items not valuable from the material point of view) older than 50 years
  - Paintings, sketches, drawing, etchings, etc.
  - Sculptures
  - Artistic compositions and montages

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- Icons and other religious articles
- Engravings and silk screens
- Items of decorative, applied art (rugs, etc.)
- Work of traditional folk art or handicrafts
- Historical goods
- Objects of archaeological excavation
- Fragments of architectural and artistic monuments
- Old books and publication
- Rare manuscripts and documents
- Collections and collectibles
- Sheet music
- Anything made from precious or semi-precious metals (incl. items of every day use made from precious or semi-precious metals, for example ashtrays, cutlery, dishes etc.)
- Musical instruments, including electric pianos and organs
- Items made from natural materials (wood, bone, ivory, antler, tusk, hide, etc.)

## PETS

### A. Documents Required

- Veterinary passport
- Original international pet passport with proof of vaccination
- International health certificate
- Copy of the owner's passport and contact details
- Copy of owner's visa
- Copy of registration in Moscow

### B. Specific Regulations

- Pet importation should be discussed on case-by-case basis. Import rules depend on the species of the animal and on the country of origination.
- Pets must be vaccinated against well-known infections or diseases such as rabies.
- The international pet passport must be issued no later than 5 days before departure. It must show proof of both rabies and feline/canine disease vaccine administration.
- The vaccinations must have been given within the past 9 months but not within the 30 days prior to departure.
- It is strongly recommended that pets travel as hand-carried items due to the delays and stress of traveling as unaccompanied cargo.
- Pet passport and the health certificate should be in both the language of the origin country and in Russian.
- When importing pets from the United States, it is important to be aware that veterinarians in the United States sometimes use rabies vaccines that are valid for three years. In Russia vaccines are only valid for one year. As a result, pets must be re-vaccinated unless it was vaccinated under this circumstance in the last 12 months.
- If pet was vaccinated in the last 12 months, they can be brought into Russia.
- If the client brings the pet on the plane in their accompanied baggage, a pet passport is required with all vaccinations and international health certificate in Russian and in English
- Only 1 kg pet food can be imported as accompanied baggage.

### RESTRICTIONS / DUTIABLE ITEMS

- Clothing
- Cosmetics
- Dishes
- Footwear
- Glassware
- Housewares (brooms, trash bins, suitcases, etc.)
- Personal hygiene products
- Sports equipment
- GPS devices are subjected to special rules and regulations. They must be documented and declared when entering Russia.
- Plants
- Toys
- Currency must be declared upon arrival
- Gifts are limited to \$1000 in value and may not weight more than 50 kg
- Cameras (two still cameras permissible)
- Tobacco is limited to 40 packs cigarettes or 0.25 kg of tobacco or 50 cigars
- Liquor, beer, and wine is limited to 2 liters per person

### Plants

#### A. Documents Required

- Phytosanitary certificate
- Photographs of each plant

#### B. Specific Regulations

- Original phytosanitary certificate must be sent with shipment.
- Phytosanitary certificate (copy) and photographs must be sent to local agent in Russia upon availability for registration with the Russian State for quarantine inspection.
- Plants are forbidden by importation by air as either unaccompanied luggage or a hand-carried item.

### CONSIGNMENT INSTRUCTIONS AND PORT INFORMATION

**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.

**Russian Customs change procedures frequently so please ensure that updated consignment instructions are obtained prior to export from origin country.**

### 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.

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- Pre-alert along with the copies of waybill, packing list, detailed inventories, and shipping schedule should be sent to agent by fax/email well in advance of shipment arrival.
- Contact agent for specific consignment instructions for truck, air, and sea shipments; CMR may require detailed information for each form.
- Do not release the shipment until agent confirms that the necessary paperwork is in place. Problems may arise if the consignment arrives before the documentation is in order.
- Once the shipment is booked, send pre-alert to agent with a copy of the transport document, packing list, and full contact details of the consignee.
- The local agent in Russia may need a power of attorney issued by a notary office in Russia in order to handle destination services in Russia.
- It is strongly recommended that all shipping documents be carefully prepared according to the instructions to avoid unnecessary delays and/or costly storage charges at destination.

### PROHIBITED ITEMS (AS UNACCOMPANIED BAGGAGE)

- Banknotes
- Coins
- Food items
- Coffee
- Tea
- Fruits
- Vegetables
- Weapons, including rifles and ammunition of any kind
- Pornography
- Narcotics
- Medicines
- Drugs and appliances for use thereof
- Radioactive material
- Toxic material
- Fresh consumables
- Jewelry
- Poisons and toxins
- Soil for flowers
- Photographs and printed materials directed against the Russian Federation
- Aerosols

***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
- Copy of passport
- Copy of Russian visa
- Copy of Moscow registration
- Letter from employer
- Temporary import obligation

**B. Specific Regulations**

- The passport, Russian visa, and Moscow registration must be stamped by the shipper's employer in Russia.
- The temporary import obligation is only necessary if the shipment was imported previously under temporary import.

**MOTOR VEHICLES**

**A. Documents Required**

- Copy of passport
- Copy of visa
- Original technical card of the vehicle
- Original purchase invoice
- Temporary import obligation and documents
- Copy of Moscow registration
- Letter from employer

**B. Specific Regulations**

- The purchase invoice must show the value of the car.
- The temporary import obligation is only necessary if the shipment was imported previously under temporary import.
- Vehicles must be deregistered to get a transit number before exportation can commence.
- Shipper may apply for export custom's clearance only after deregistration.
- Export duties are not charged on personal motor vehicles. The procedure for exporting cars from Russia is always changing and depends on the status of the car and the exporter.

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### ANTIQUES, ART EFFECTS, CARPETS, AND PAINTINGS

#### A. Documents Required

- Copy of passport
- Copy of Russian visa
- Copy of Moscow registration
- Three photographs of each item
- Detailed inventory list including description, author, dimensions, medium and age
- Two photos from the same angle of each item

#### B. Specific Regulations

- Detailed inventory list must be provided to agent prior to shipment departure.
- Two sets of photographs must be given to customs authorities.
- One set of photograph remains with agent but may be forwarded to client upon request.
- **Registration upon importation of items of cultural or historical value is the only guarantee of permitted exportation.**
- If items of cultural or historical value are not registered, the Ministry of Culture of Russia can:
  - Refuse to issue the export permit for them as these items are considered purchased in Russia and so are national property
  - Or, request the owner of these items to pay export duties.
- Duties are levied on the value assessed by the Ministry of Culture of the Russian Federation. This is not necessarily the commercial value of the items of cultural value.
- Exporting antiques from Russia is prohibited unless the shipper had registered the item at the time of import.
- Exporting artwork is a long process and can take up to 6 months to obtain export permits; it can be very difficult or even impossible to export some icons
- Items must be physically presented to the Ministry of Culture and undergo an examination as to whether they have been stolen.
- Permits are required for all artwork and antiques regardless of where they were purchased or from where they are imported.
- The Ministry of Culture in Russia grants the export permits.

**Important:** *If the detailed inventory list is unavailable and only photographs are available, fees will be paid to the Ministry of Culture, which will increase the cost of registration.*

## PETS

#### A. Documents Required (Export of Cats / Dogs Only)

- Health certificate issued by a Russian veterinarian
- International pet passport with proof of vaccination
- Copy of owner's passport
- Copy of Moscow registration
- An official permit from the Russian Kinological Association

### **B. Specific Regulations**

- The export of pets is permitted from Russia.
- Export of any type of bird or exotic animal is very difficult and expensive.
  - It is recommended to contact the local agent in Russia when first planning to export any type of bird or exotic animal.
- The health certificate must be issued no more than 3 days before the pet departs Russia.
- The international pet passport must be issued no later than 5 days before departure. It must show proof of both rabies and feline/canine disease vaccine administration.
- The vaccinations must have been given within the past 9 months but not within the 30 days prior to departure.
- To obtain permit from the Russian Kinological Association, client must show pet passport, a photograph of the dogs and state a departure date.
- It must be obtained no more 3 days prior to leaving Russia.
- It is advised that client check to see what the regulations are for the destination country before exporting cats and dogs.

### **PROHIBITED ITEMS**

- Antiques, such as carpets, paintings, books, icons or any other items that are deemed to be of cultural and historical value cannot be exported.
- Weapons of all kinds
- Plants
- Pornography
- Narcotics
- Toxic material
- Radioactive material
- Lottery tickets
- Electrical appliances
- Some computer hardware
- More than 2 liters of vodka or strong alcohol
- Precious metals and furs
- Only 280 grams of caviar per person may be exported only if a receipt is shown proving that it was bought at a store licensed to sell it to foreigners