



# *Importing Personal Property Into Czech Republic*

## **HOUSEHOLD GOODS AND PERSONAL EFFECTS**

### **CUSTOMS REGULATIONS AND REQUIRED DOCUMENTS**

#### **Customs Regulations:**

Used household goods and personal effects are duty free provided goods have been owned and used by the customer for a minimum of six months and customer has lived abroad for at least one year. The goods must be imported within one year of issuance of the Czech visa. Items can not be sold in the Czech Republic at any time during customer's stay. Customer's employer must have a license to do business in the Czech Republic for the household goods to be permitted entry. Customer must be accredited and registered with local authorities in the Czech Republic or be employed by foreign embassy.

Note: Customers without a housing contract will not be able to clear their shipment. If one has not secured their residence permit at the time of Customs clearance have a grace period of up to six (6) months to present the permit to Customs.

**NOTE: As of 19 August 2010 an EORI (Economic Operators Registration and Identification) number is required for all imports and exports to clear Customs in the European Union.**

The requirement was introduced by the European Commission in July 2009 to enhance security. The EORI number must be used in all electronic communications with Customs Offices and other government agencies and departments. This number is valid in all EU member states and replaces ALL Customs identification numbers including the TIN (Traders Identification Number). All business operators and private individuals not established in the EU must obtain the EORI number from the authorities in the respective EU member state wherein the client intends to operate or reside. Please consult with your Destination Agent for further details and assistance.

**\*\*All required documents must be in Czech language\*\***

#### **Required Documents:**

- ✓ Passport - copy
- ✓ Residence Visa
- ✓ Lease/rental contract – terms must be at least 2 years (required)
- ✓ Bill of Lading/Air Waybill – original
- ✓ Bank Guarantee – 50% of total value of the shipment. Will be returned once all documents have stamped approval at point of entry and hand carried to Customs office
- ✓ Comprehensive Valued Inventory – all electronics, computers etc must state make, model & serial numbers on the inventory, signed by owner, in Czech language
- ✓ Power of Attorney – giving authority for Destination Agent to arrange customs clearance
- ✓ Letter from Employer – on company letterhead; attesting to customer's length of stay, position in the company, and that employer will pay any applicable taxes or duties
- ✓ Declaration of Customer – attesting to length of stay

#### **Returning Citizens: additional documents**

- ✓ Czech ID – copy
- ✓ Personal Declaration – attesting to time abroad of more than 12 continuous months

## **Diplomat Status:**

Foreign diplomats, members of government or international organizations are granted tax and duty free entry of their personal effects and household items either new or used.

## **Required Documents:**

- ✓ Diplomatic Franchise
- ✓ Passport copy
- ✓ Embassy Import Declaration – “JCD” required for importation of vehicles or commercial goods
- ✓ Comprehensive inventory – all high-tech equipment, computers, electronics, stereos etc must state make model & serial number
- ✓ Power of Attorney – giving authority for Destination Agent to arrange customs clearance

## **RESTRICTED/DUTIABLE ITEMS**

- ✓ Works of Art, Paintings & Antiques– must have photographs of each, 2 sets is ideal, one with the inventory list & the duplicate set for re-exportation
- ✓ Firearms - require authorization from origin Czech Embassy prior to importation; Firearms are held by the police after clearing Customs until the Czech Firearms license is obtained the examination to take acquire the license must be taken in the Czech language
- ✓ Plants – require a FITO Certificate
- ✓ New items & foodstuffs
- ✓ Alcohol – wine; 2 litres per person, spirits; 1 litre per person
- ✓ Tobacco – 200 cigarettes or 250 grams of loose tobacco, in excess of these amounts incurs duty, VAT and SPD (excise tax)

## **PROHIBITED ITEMS**

- ✓ Narcotics/illegal drugs of any kind
- ✓ Pornography and subversive material
- ✓ Explosives, ammunitions and weapons

## **IMPORTATION OF PETS**

Quarantine is not required. However if a pet looks ill or unhealthy upon examination by a Customs officer your pet will be kenneled in a government facility for 30 days.

## **Required Documents:**

- ✓ Certificate of Vaccination – including rabies, dated less 30 days to 11 months prior to arrival
- ✓ Health Certificate - dated no more than 5 days prior to arrival, endorsed by a Veterinarian

## **IMPORTATION OF VEHICLES**

Vehicles are duty-free but subject to re-exportation. During temporary importation vehicles can NOT be sold as they must be re-exported upon completion of the temporary work contract. Vehicles must be at least 6 months old up to 5 years. Vehicles over 5 years old are prohibited.

## **Required Documents:**

- ✓ Certificate of Title and Registration - must be original
- ✓ Commercial/Purchase Invoice – must be original
- ✓ Owner’s Manual - original
- ✓ Drivers License & International Insurance Policy (green card)

- ✓ Bank Guarantee
- ✓ Power of Attorney – giving authority for Destination Agent to arrange customs clearance
- ✓ Copies of Residence Permit, Housing Contract & Passport

## NOTES:

**Additional Entry Requirements:** All foreigners seeking entry in the Czech Republic must carry proof of a medical insurance policy contracted for payment of all costs for hospitalization and medical treatment in the Czech Republic.

**Special Circumstances:** An [International Driving Permit \(IDP\)](#) must accompany a U.S. driver's license; failure to have the IDP with a valid license may result in denial of an insurance claim after an accident. Persons driving into the Czech Republic should be aware that a road usage tax sticker is required to drive legally on major highways. Signs stating this requirement are posted near the border, but they are easy to miss. The stickers are available at gasoline stations. The fine for failing to display a valid sticker is assessed on the spot.

Czech customs authorities enforce strict regulations concerning temporary importation into or export from the Czech Republic of items such as firearms, antiquities, medications, business equipment, etc. It is advisable to contact the [Embassy of the Czech Republic in Washington, D.C.](#) or the [Consulates General of the Czech Republic in New York](#) or [Los Angeles](#) for specific information regarding customs requirements.

**Fumigation of Wood Packing Materials:** The Czech Republic adopted measures in 2005 requiring ISPM15 for wood packaging material (WPM).

## ACKNOWLEDGMENTS:

USDA: [www.aphis.usda.gov](http://www.aphis.usda.gov)

IATA Travel Centre

Embassy of the Czech Republic: <http://www.mzv.cz/washington>

The information presented herein is based on customs data available at the time of printing and is frequently subject to change without notice. It is the responsibility of the owner or importer of the household goods to comply with the current customs restrictions, regulations, and duties of the country to which the goods are imported. We strongly advise customers to contact the consulate or embassy of the destination country for the most current information on customs regulations, restrictions and duties for importing household goods, personal effects and vehicles.