



Importing Personal Property Into Cyprus

HOUSEHOLD GOODS AND PERSONAL EFFECTS

CUSTOMS REGULATIONS AND REQUIRED DOCUMENTS

Customs Regulations:

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.

Customers **MUST** be in Cyprus during Customs clearance as they must sign the Customs Declaration in the presence of a Customs officer. All non EU shipments are subject to inspection. EU shipments are inspected at random.

Customer must import goods within 12 months of entering Cyprus. Duty and taxes can be high on certain items. Those relocating to Cyprus are charged a Temporary Refugee Levy (TRL) in addition to duties and VAT taxes. Used household goods and personal effects may be imported duty-free but are subject to other taxes provided the goods are:

- For personal use of the owner and his/her dependents
- Owned for at least 12 months prior to importation
- Not for re-sale
- Customer must have resided outside of Cyprus for more than 1 year before importation
- In reasonable quantities

Required Documents:

- ✓ Passport including photo page- must indicate two years prior activity prior to importation
- ✓ Residence Visa/Residence Permit
- ✓ Bill of Lading/Air Waybill
- ✓ Comprehensive inventory list in English
- ✓ Proof of Employment - Work Permit or Work Contract
- ✓ Lease Agreement or some other official evidence customer will stay in Cyprus over one year
- ✓ Letter from Employer at origin confirming employment there and transfer of residence to Cyprus
- ✓ Termination of Lease or Proof of Sale of house at origin
- ✓ Household bills from origin – utilities, phone, electricity
- ✓ Bank Statement (Cyprus) - proving funds in Cyprus
- ✓ School Registration (Cyprus) – if applicable
- ✓ Exemption Certificate from Government of Cyprus: Offshore company expatriates must supply a C6 form to Customs if importing new items.

Diplomat Status:

Foreign diplomats are granted duty and tax free entry. No examinations of household goods or personal effects are required. Diplomatic shipments are exempt from Temporary Refugee Levy (TRL)

Required Documents:

- ✓ 1002 Form – provided by your Service Agent, stamped & signed by the origin Embassy
- ✓ Diplomatic Exemption Certificate- must be provided by the Embassy in Cyprus
- ✓ Comprehensive Inventory
- ✓ AWB/OBL or Express Waybill

RESTRICTED/DUTIABLE ITEMS

Pre-Alert the Destination Agent if shipment includes items such as a piano, alcohol, guns, air-soft guns and other items not associated with “normal” household goods and personal effects.

- ✓ Hunting Shotguns and air guns- Require Police and Import Permits, must be one year old. Only one of each is allowed importation per family. These requirements are strictly enforced
- ✓ Foodstuffs – Non EU countries require Import License from Ministry of Health
- ✓ Alcohol - 12 sealed bottles allowed and up to 20 open bottles allowed
- ✓ Tobacco products, sports equipment, perfume & carpets
- ✓ Plants - Require Import Permit & Phytosanitary Certificate
- ✓ New furniture: requires commercial invoice, import license and must be noted as new on the inventory. Subject to 57% duty, 2.8% TRL and 8% VAT

PROHIBITED ITEMS

- ✓ Narcotics/illegal drugs of any kind
- ✓ Firearms with out the proper permits from Chief of Police
- ✓ Pornographic material of any kind
- ✓ Wireless telephones, walkie-talkie’s etc

IMPORTATION OF PETS

Pets are required a six month quarantine period in the government’s veterinary clinic. It is possible to do the quarantine at the new home. Please inquire with your destination agent for the latest information

Required Documents:

- ✓ Certificate of Vaccination
- ✓ Health Certificate
- ✓ Import License Department of Veterinary Services in Cyprus

IMPORTATION OF VEHICLES

Client must attend vehicle clearance through Customs in Limassol. Vehicles must be imported with six months of transfer of residence to Cyprus. One vehicle is allowed per family duty-free for returning Cypriots, provided they are taking up permanent residence in Cyprus, and had their permanent residence abroad for a period of at least 10 years. Foreigners may import vehicles provided they intend to reside in Cyprus permanently. Foreigners will pay VAT currently of 15% of value assessed by Customs. Motorcycles over 599cc are subject to the same regulations as automobiles. Motorcycles less than 599cc are free of excise tax. If owner does not meet all of the regulations for importing a vehicle then duty will be payable between 6-8% and VAT. Once vehicle is released Customs will issue a “Temporary

Importation License” (C104 form). Customer has until the expiry date on the C104 form to register the vehicle in Cyprus.

Note: If vehicle registration is not in customer’s name, an authorization is required. Prior approval for duty-free importation from Customs Authorities is required.

Diplomats- No restrictions apply and the vehicle is free of duty.

Required Documents:

- ✓ Original Passport
- ✓ Certificate of Title and Registration
- ✓ Commercial Invoice – if vehicle is new
- ✓ Road Insurance Policy – purchased in Cyprus
- ✓ Driver’s License
- ✓ Insurance Policy – prior 6 month policy from origin country may be required

NOTES:

Fumigation of Wood Packing Materials: Cyprus conformed to the EU commission directive 2004/102/EC requiring the ISPM 15 regulations and IPPC symbol on all appropriate wood packing materials.

Temporary Refugee Levy: Customers are typically subject to 2.8% TRL payable on cost and freight. Usually \$3.50USD per kg is acceptable as a basis for assessing value. Customs examination can be affected at residence during delivery.

Passport Restrictions: The Republic of Cyprus refuses admission to passport holders of the former Yugoslav Republic with the entry stamp of “Macedonia”. Entry is allowed to holders of Yugoslav passports. People with entry/exist stamps or passports from the Turkish Republic of Northern Cyprus are forbidden. The visas/stamps must be cancelled by the Immigration Authorities in Cyprus to be allowed entry.

Wharfage: Wharfage charges are payable regardless of status are approximately 110-150EUR for 20’ container; 130 – 200EUR for 40’ container. 60-130EUR for vehicles under 2000kgs; 180 -250EUR for vehicles over 2000kgs; motorbikes are 50-100EUR per bike.

Ports of Entry: Legal ports of entry are Larnaca, Paphos, Latsi, Limassol.

Entry from Turkish Republic of Northern Cyprus or any Turkish occupied area is illegal.

ACKNOWLEDGMENTS:

Embassy of Cyprus www.cyprusembassy.net

FIDI Global Alliance 2010

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IATA Travel Centre

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.