



# *Importing Personal Property Into Spain*

## **HOUSEHOLD GOODS AND PERSONAL EFFECTS**

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

#### **Customs Regulations:**

Used household goods and personal effects are tax and duty free provided goods have been owned and used by the client for a minimum of six months and the client has resided outside of Spain for a period of at least 1 year. The items can not be sold lent or otherwise disposed of for a minimum of 1 year after importation. The items must correspond with the social and economic status of the client. The goods must be imported within one year of the client's securing a Residence and/or Work Permit and NO LATER than three (3) months after the client's arrival into in Spain. A special permit is necessary if the shipment is to arrive later. This will result in extra charges and subsequent delays in clearance. Only foreign citizens marrying Spanish citizens or foreigners living in Spain are allowed to import new items of a "reasonable amount."

Shipments not properly documented will be assessed import duties and taxes at values determined by Spanish Customs Authorities and will be subject to lengthy delays and additional charges.

**If clearance procedures are not initiated due to lack of required documents after one month, shipments will be declared "abandoned" and contents may be subject to auction.**

Customs clearance into the Canary Islands may vary from Spain.

**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. Consult with your Destination Agent for further details and assistance.

#### **Required Documents:**

- ✓ Passport - original or notarized copy at origin
- ✓ Residence /Work Permit – original, a bank guaranty is required if a Residence/Work Permit is not obtained. The shipment may be released with a deposit of a bank guaranty which must be canceled within one year
- ✓ Numero de Identification de Extranjero (NIE) – notarized copy, obtained when applying for the Work/ Residence Permit as a non EU member
- ✓ Certificate of Residence Change "Asunto Cambio Residencia" – provided by local city hall, stating client has resided abroad for a minimum of 12 consecutive months
- ✓ Inscription "Alta de Padrón" – original, obtained at the municipal register
- ✓ Registration at the Spanish Treasury Department "Hacienda"
- ✓ Purchase/lease or rental agreement – notarized, stating a minimum of 2 years stay in Spain
- ✓ Comprehensive Valued Inventory – 2 copies in Spanish, signed, dated by client: no "PBO" "MISC" terminology allowed
- ✓ Customs Application - for duty free import of personal goods & effects
- ✓ Bill of Lading/AWB or Express Release
- ✓ Power of Attorney – provided by Destination Agent giving authority to arrange customs clearance
- ✓ Declaration of Commitment – provided by Destination Agent
- ✓ Letter from Employer – attesting to client's length of stay, employment contract & position
- ✓ Declaration of Client – attesting to length of stay

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

- ✓ Original Passport or notarized copy
- ✓ Spanish Fiscal Identification Card (NIF)
- ✓ Letter from Employer or Consulate Discharge document – attesting to residing outside of Spain for at least 12 months
- ✓ Registration Certificate – obtained at city Hall upon arrival into Spain

**Diplomat Status:**

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

**Required Documents:**

- ✓ Diplomatic Franchise
- ✓ Diplomatic Passport - copy
- ✓ Comprehensive Valued Inventory – 2 copies in Spanish, signed, dated by client & notarized by Spanish Consulate at origin

**RESTRICTED/DUTIABLE ITEMS**

New Items, furniture, works of art, carpets, antiques, electrical appliances and any other items requiring special permits must be loaded near the container doors in the event a Customs Inspection is ordered. Purchase invoices for appliances may be necessary; client should be advised to hand-carry those with them.

- ✓ Works of Art, Paintings & Antiques – duty free if shipped with HHG, require a Special Permit, antiques must be over 100 yrs old; these items must be clearly classified upon entry to allow for later exportation
- ✓ New furniture – subject to tax & duties, requires an Import License if valued over 3,000 EUR, invoices must be stamped by Spanish Consulate at origin
- ✓ Sport Guns - require a permit from the Spanish Police approved by the “Direccion General de la Guardia Civil” & valid Spanish Hunting License
- ✓ Inheritance – all documents must be translated into Spanish & authenticated by the Spanish Consulate at origin:
  - Death Certificate
  - Testament confirming right to the inheritance
  - Certificate from origin country & Spanish Ministry of Finance confirming payment or confirming exemption of payment of inheritance tax
- ✓ Wedding Trousseaux – must provide Change of Residence issued at origin, a marriage certificate or Spanish family book authenticated by the Spanish Consulate at origin
- ✓ New items (less than six months old)
- ✓ Alcohol – wine; 2 litres per person, spirits; 1 litre per person
- ✓ Tobacco Products –incur duty
- ✓ Plants – require a Phytosanitary Certificate

**PROHIBITED ITEMS**

- ✓ Narcotics/illegal drugs of any kind
- ✓ Medication – medications can not go in cargo; must be hand carried on the plane or obtain a prescription from a Spanish physician
- ✓ Pornography and subversive material
- ✓ Explosives, ammunitions and weapons of any kind (sport guns allowed with permissions)
- ✓ Cleaning fluids, paints and other toxic materials and/or chemicals

## IMPORTATION OF PETS

Quarantine is not required however all pets are subject to a physical examination upon arrival by a Customs Veterinarian. In some cities throughout Spain dogs are subject to an annual tax. Consult with your Destination Agent for the latest requirements.

**Prohibited:** Pet birds arriving from Cambodia, China (People's Rep.), Indonesia, Japan, Korea (Rep.), Lao People's Dem. Rep., Pakistan, Thailand and Vietnam.

### **Required Documents:**

- ✓ Certificate of Vaccination – notarized by the Consulate at origin, including rabies, dated 30 days to 11 months prior to arrival
- ✓ Health Certificate - notarized by the Consulate at origin, dated no more than 5 days prior to arrival by a Veterinarian

## IMPORTATION OF VEHICLES

Vehicles, including motorcycles & scooters must be in the client's possession for at least 6 months prior to importation. For tax and duty free entry a period of six months must have passed between the vehicle's title and the consulate discharge. Prior to importation consult with the Destination Agent to ensure vehicle will be able secure official Spanish authorization.

### **Required Documents:**

- ✓ Certificate of Title and Registration - must be original,
- ✓ Commercial/Purchase Invoice – must be original
- ✓ Passport – copy
- ✓ Identification Card “Documento Nacional de Identidad”
- ✓ Drivers License & International Insurance Policy (green card)
- ✓ Liability Insurance – current policy at origin
- ✓ Valid plates

### **Additional documents for permanent import**

- ✓ Change of Residence Certificate – for returning Spanish nationals
- ✓ Residence Permit – for foreigners
- ✓ Certificate of CIF value of vehicle in Spain

## NOTES:

**Entry & Exit Requirements:** A visa is required for stays longer than 90 days. Those who apply for residency will need to supply the local authorities with a criminal records check from their state of residence or the FBI's Criminal Justice Information Services Dept.

**Safety & Security:** US citizens are encouraged to enroll in the Smart Traveler Enrollment Program, to stay current with the latest safety and security announcements dispersed by the Embassy in your area. Your enrollment can also help the Department of State reach your family and friends in case of emergency.

Spain's proximity to North Africa makes it vulnerable to attack from al-Qa'ida in the Maghreb region and US residents are encouraged to exercise caution

**Crime:** Madrid and Barcelona, in particular, report incidents of pick-pocketing, mugging, and occasional violent attacks, some of which require the victim to seek medical attention. Although crimes occur at all times of day and night and to people of all ages, older tourists and Asian Americans seem to be particularly at risk. Criminals tend to frequent tourist areas and major attractions

**Sporting Guns:** It is advised to ship hunting rifles separately and not included in household shipment because of the significant delay accumulated for unloading and examination and process of holding. If guns must be sent in HHG container they must be stowed near the container doors. Upon arrival ALL firearms are retained by Spanish Civil Guard for inspection and registration. Guns can be collected once the permits are secured and inspection is passed.

**Works of Art/Antiques:** Works of Art & Antiques can only be cleared at the ports of Barcelona, Madrid and Valencia.

**Fumigation of Wood Packing Materials:** As of 2005 Spain enforces ISPM15 requirements for wood packaging material (WPM).

## ACKNOWLEDGMENTS:

Inter S&R: Barcelona, Spain

Embassy of Spain: <http://www.maec.es/subwebs/Embajadas/Washington/en/home/Paginas/Home.aspx>

Ministry of Foreign Affairs, Spain: <http://www.maec.es/en/Home/Paginas/HomeEn.aspx>

Smart Traveler Enrollment Program (STEP) <https://travelregistration.state.gov/ibrs/ui/>

Department of State: [http://travel.state.gov/travel/cis\\_pa\\_tw/cis/cis\\_1024.html](http://travel.state.gov/travel/cis_pa_tw/cis/cis_1024.html)

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

FIDI Global Alliance

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 clients 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.