

## THAILAND IMPORT CUSTOMS PROCEDURES

### 1. Import Procedures – DUTY FREE ENTRY

**A. 1 YEAR WORK PERMIT FOREIGN NATIONALS** – Only a full 1 year work permit will be considered for duty exemption. No other work permit or retirement visa will be considered.

Original passport and original work permit must be presented to customs during inspection. Bond facility is not available pending issuance of work permit. Without the one-year work permit, shipment will be dutiable, original passport is required during customs clearance.

#### DOCUMENTS REQUIRED FOR CUSTOMS CLEARANCE

1. Original Passport
2. Original one year work permit
3. Original Bill of Lading (if not express release / surrendered)
4. Packing list
5. Authorized letter and customs entry form (**prepared by USP Relocations**)

#### Important Note:

- Shipper should enter Thailand with 90days “Type B” (business) Non-Immigrant Visa.
- Shipper will then need a one year work permit (without any conditions). No other permit or retirement visa will be considered.
- Household goods must arrive within six (6) months after his/her first arrival on their non-immigrant visa.
- Household goods must come from the country in which he/she has been working before moving to Thailand.
- Must contain **only used household and personal effect items** (no new items).

Thai customs allows one of each kind of electrical appliances. Double items will be dutiable as well as other certain items like: Toys, baby items, bicycles, rugs, exercise equipment, sport equipment, golf sets, and certain luxury items including crystal glasses and Porcelain vases, and fax machines ARE ALL DUTIABLE and are not considered by Customs for duty exemption **especially** coming in via **AIR FREIGHT**.

Customs will allow duty free import for only one(1) sea shipment and one (1) small air shipment.

Advise us vessel details, ETD, ETA as soon as available  
Send us a copy of ocean bill of lading, packing list as soon as available. Send us shipper's contact details / telephone number.

Following the above instruction will help us to clear shipment faster and save cost on taxes, duties and port storage charges.

#### TIMELINE FOR CUSTOMS CLEARANCE

Approximately 3-5 working. ***The estimated clearance time-frame is based on having ALL Complete Documentation available at the time of the shipment's arrival.***



**B. RETURNING THAI NATIONALS** – Thai Nationals who have been living overseas for more than one year will be considered for Duty Exemption. However, frequent travel back and forth may cause Customs to deem the owner to have not been permanently based in the origin country. Each visit to Thailand must not be more than 3 months each time. Also Shipper must have never imported goods into Thailand. Original passport is needed and older passport may also be needed as proof along with an Original Thai ID Card presented at the time of the custom inspection. If no entry stamps is shown in the passport, **shipper will also have to get an Immigration record upon arrival in Bangkok**, showing past travel records.

#### DOCUMENTS REQUIRED FOR CUSTOMS CLEARANCE

1. Original Passport and possibly previous passport
2. Original Thai ID Card and copy of a house certificate
3. Original Bill of Lading (if not express release / surrendered)
4. Packing list
5. Immigration Travel Record (where applicable)
6. Authorized letter and customs entry form (**prepared by USP Relocations**)

#### Important Note:

- Valid Thai passport.
- Household goods must arrive within six (6) months after his/her arrival.
- Shipment must arrive in Thailand not earlier than 1 month prior to owner's arrival/return to Thailand.
- The shipper must have been in the origin country for at least one (1) year.
- If the shipper visits Thailand too many times during his/her stay overseas, he/she may have to explain why and it is at the discretion of Thai Customs to grant them Duty Free entry.
- Must contain **only used household and personal effect items** (no new items).

Thai customs allows one of each kind of electrical appliances. Double items will be dutiable as well as other certain items like: Toys, baby items, bicycles, rugs, exercise equipment, sport equipment, golf sets, and certain luxury items including crystal glasses and Porcelain vases, and fax machines ARE ALL DUTIABLE and are not considered by Customs for duty exemption **especially** coming in via **AIR FREIGHT**.

Customs will allow duty free import for only one(1) sea shipment and one(1) small air shipment.

Advise us vessel details, ETD, ETA as soon as available  
Send us a copy of ocean bill of lading, packing list as soon as available. Advise us shipper contact details with the telephone number. Following the above instruction will help us to clear shipment faster and save cost on taxes, duties and port storage.

#### TIMELINE FOR CUSTOMS CLEARANCE

Approximately 3-5 working. ***The estimated clearance time-frame is based on having ALL Complete Documentation available at the time of the shipment's arrival***





**C. DIPLOMATIC SHIPMENT** – Please note documentation processing for diplomatic shipments takes approximately 2-4 weeks after the shipment arrives at port by the respective embassy. It is therefore necessary for us to receive all documentation as early as possible prior to shipment arrival in order for us to check and pass to embassy if the consignee is able to receive the “Diplomatic status (DP1)” or not.

#### **DOCUMENTS REQUIRED FOR CUSTOMS CLEARANCE**

1. Original Bill of Lading (if not express release / surrendered)
2. Packing list
3. DP1 document from the Embassy (Obtain after shipment arrival at port)
4. Authorized letter and customs entry form (**prepared by USP Relocations**)

#### **TIMELINE OF CUSTOMS CLEARANCE**

It will take approximately 2 – 4 weeks to obtain the DP1 status after the shipment arrival at Airport/Sea Port. After all documents supply to USP Relocations. We will takes approximately 3 - 4 working days to clear an air shipment through Customs, 3 - 5 working days to clear a full container load shipment and a small LCL sea shipment. ***The estimated time schedule is based on complete documentation being available at the time of shipment arrival and for normal Customs clearance.***



## 2. Import Procedures – DUTIABLE SHIPMENTS

### DOCUMENTS REQUIRED FOR CUSTOMS CLEARANCE FOR ALL FOREIGNERS

1. Original Passport
2. Original Bill of Lading (if not, express release / surrendered)
3. Packing List
4. Authorized letter and customs entry form (prepared by USP Relocations)

### DOCUMENTS REQUIRED FOR CUSTOMS CLEARANCE FOR THAI CITIZENS

1. Original Passport
2. Original Thai ID Card and copy of House Certificate
3. Original Bill of Lading (if not express release / surrendered)
4. Packing list
5. Authorized letter and customs entry form (prepared by USP Relocations)

**DUTIES:** Import tax and duties can range from 7 - 39.10 % of the C.I.F Cost Insurance Freight value (Please see table range of import tax and duties on the next page)

**Note:** Airport Customs Authorities are very strict. They do not expect large Air Shipments of Used Household Goods and Personal Effects. Goods will be more thoroughly examined and subject to higher duties. It is NOT recommended sending electrical goods, baby toys and golf clubs by Air as they will be highly dutiable. This kind of 'luxury' items should be shipped via Sea freight for Custom Purposes.

**Note:** Prohibited articles include firearms, ammunition, pornographic literature, short-wave radios, medical equipment, Buddha head and Non-Full Buddha images, gold and silver.

**Note:** Wine and spirits, foodstuff are highly restricted and require special import licenses that are not possible to obtain for these type of imports. Buddha statues & Buddhist ornaments and any kind of 3D Buddhist/Hindu iconography require an import permit as well.

**Note:** Any additional costs incurred as a result of our not having the proper documentation prior to the shipments arrival will be billed back to the shipper or the origin agent before release.

**Note:** Cars and Motorcycles require a special vehicle import license and are difficult to obtain if the shipper is not a Diplomat. Please inquire with us well in advance before trying to ship vehicles to Thailand.

**Note:** Snooker/Pool/Billiard table, football table are not allowed for import to Thailand without import license.

**Import taxes and duties tariff Subject to Customs determination. This is only for your reference.**

Details	Approx. taxes and duties	Details	Approx. Taxes and duties
Personal Computer, Notebook	7% of the C.I.F Value	Sport Equipment, Exercise Machine, Piano, Stereo, Video camera, Camera, Golf club	17.7% of the C.I.F Value
Picture, TV, CDs, Lamp, Furniture, Desk, Chair	28.4% of the C.I.F Value		
Kitchenware, Ceramics, Clothes, Carpet, Bicycle	39.1% of the C.I.F Value	Motorbike	77.7% of the C.I.F Value (Import permit is required prior to send the shipment)
Electric Fan, Refrigerator, Washing Machine, Microwave	39.1% of the C.I.F Value	Wine/Alcohol	330% of the C.I.F Value (Requires Special Import License which are not normally granted for personal shipments and will be needed prior to sending the shipment)