

IMPORT DOCUMENTATION REQUIREMENTS FOR USED HOUSEHOLD GOODS

RETURNING MEXICAN CITIZENS

In order to import household goods, they must normally have lived outside Mexico for a minimum of 6 months. **NO** shipment should be forwarded until the "MENAJE DE CASA" certificate is confirmed. Shipments must be imported no more than 6 months from the date of the "MENAJE DE CASA" certificate is issued.

- ✓ original of the list of goods in Spanish certified by the Mexican Consulate, without values
- ✓ copy of valid passport
- ✓ letter addressed to customs declaring use and value of goods (Atlasmex prepares in Mexico with shipper)
- ✓ owner's Mexican identification number (Clave Única de Registro de Población)
- ✓ owner's tax or identification number from the country of origin

PERMANENT RESIDENCE VISA (FM-2)

Shipments may be imported only after visa has been issued and within 6 months of issue date.. **NO** shipment should be forwarded until the "MENAJE DE CASA PARA EXTRANJEROS" certificate is confirmed. Shipments must be imported no more than 6 months from the date of the "MENAJE DE CASA" certificate is issued.

- ✓ original of the list of goods in Spanish certified by the Mexican Consulate, without values
- ✓ copy of FM-2 visa
- ✓ letter addressed to customs declaring use and value of goods ((Atlasmex prepares in Mexico with shipper)
- ✓ owner's tax or identification number from the country of origin

TEMPORARY RESIDENCE VISA (FM-3)

Shipments may be imported only after visa has been issued. There is no need to obtain a "MENAJE DE CASA" . Goods are imported on a temporary basis.

- ✓ original list of goods in Spanish certified by the Mexican Consulate (suggested but not required at this time), without values
- ✓ list of goods in Spanish, without values
- ✓ copy of FM-3 visa
- ✓ letter addressed to customs declaring use and value of goods (Atlasmex prepares in Mexico with shipper)
- ✓ letter of guarantee (Atlasmex prepares in Mexico with shipper)
- ✓ owner's tax or identification number from the country of origin

DIPLOMATS

- ✓ import permit obtained by local Embassy or diplomatic mission
- ✓ list of goods in Spanish
- ✓ declaration letter to customs (Atlasmex prepares in Mexico with shipper)
- ✓ copy of passport