

IMPORTATIONS TO THE PHILIPPINES

USED HOUSEHOLD GOODS AND PERSONAL EFFECTS

Documents Required

- Copy of Passport
- Copy of Visa
- Bill of Lading (telex release) - sea
- Air Waybill (AWB) - air
- Detailed Inventory list in English
- Authorization
- Affidavit of shipment's ownership

Specific Information

- All incoming shipments are subject to the payment of duties and taxes, except for duly approved visas, stamped on the original passport and with ACR I-CARD. (see attached Visa Categories).
- Embassies and diplomatic organizations must apply for any tax exemption from the Department of Foreign Affairs (DFA).
- Visa holder can avail Tax Exemption only once, provided:
 - Shipment should arrive Manila within the ninety (90) days, before or after of the Importer's latest own arrival in Manila;
 - In case visa is not yet in place, cargo can be temporarily released from Customs Custody by posting a Cash Bond of one hundred fifty percent (150%) of the assessed duties/taxes. (This is not recommended as it is long and difficult for the client to collect the Cash Bond) Account / Importer should issue a Manager or Cashier's check in favor of the Bureau of Customs / (name of the Importer), which is refundable in three to four (3 to 4) months, from the cancellation of the Cash Bond.
- For shippers who are entitled for a full tax exemption; Documents required as follows:
 - Affidavit of ownership Notarized by the Philippines DOF
 - Original passport with valid visa stamped
 - ACR card (Alien Certificate of Registration)
- ALL household goods incoming shipments of household goods are subject to 100% customs examination, x-ray / scanning except for diplomatic shipments.

For air shipments

- Customs clearance with a direct payment of duties taxes 2-3 working days from the date of arrival of the shipment.
- For shipments with tax exemption application, Customs clearance takes approximately 5-6 working days from the receipt of the complete documents including the duly approved exemption from DFA
- All air shipments are subject to airport storage starting from the arrival date of the cargo shipment.

For less than container load (LCL) shipments

- Customs clearance with a direct payment of duties takes approximately 5 to 7 working days from the transfer of shipments to the Customs bonded warehouse.
- For shipments with a tax exemption application, Customs clearance takes approximately 5 to 7 working days from the receipt of the complete documents and/or transfer of shipments to Customs bonded warehouse.

For full container load (FCL) shipments

- Customs clearance with a direct payment of duties takes approximately 5 to 7 working days from the date of arrival of the shipment.
- For shipments with a tax exemption application, Customs clearance takes approximately 6 to 8 working days from the receipt of the complete documents and/or transfer of shipment to Customs bonded warehouse.

Member of:



PROHIBITED ITEMS

- Obscene literature, photographs and films
- Politically subversive literature
- Narcotics and drugs
- Gambling equipment
- Firearms (guns / ammunition)
- Sharp or bladed weapons
- Perishable items
- R.A. 4653, (elephant / ivory tusk products)
- R.A. 8293, DVDs, VCDs, other imitation products or those which violate the Intellectual Property Rights Code and regulated items (i.e., transceivers, controlled chemicals / substances / precursors)

RESTRICTED / DUTIABLE ITEMS

- Drugs and medicines, including over-the-counter pharmaceutical and prescription drugs and medicines should be hand carried in minimal amounts.
- Wine, liquor and food items should be loaded last into the container to facilitate easy inspection by Philippines Customs and all boxes clearly marked.
A separate inventory should be made for wine, liquor and food items with detailed information such as the number of bottles, volume of each bottle, and type of spirit, value and alcohol percent.
- The following items may qualify for free import if within the limits indicated:
 - Cigarettes (400), cigars (50), tobacco (250 g)
 - Alcohol (2 bottles of 1L each)
- **Duties and taxes are assessed by Philippine Customs.**

USED MOTOR VEHICLES

Documents Required

- Duly approved BIS / DTI import permit
- Original or Authenticated copy of Car Title or Car Registration
- Original or Authenticated passport
- Original Ocean Bill of Lading
- CID certification of arrival
- Keys

Specific Information

- Only diplomats are allowed duty-free importation.
- Duties and value added tax (VAT) for non-diplomats are assessed up to 90% of the vehicle value.
- Non-diplomatic vehicle owners must obtain a permit prior to departure or incur possible delays and fines.
- Clearing time approximate 15 – 20 days, provided all the required documents are in place prior to the car's arrival in Manila

Note: The Philippines have very specific import procedures on importing motor vehicles and the owner should contact, in advance of loading or exportation, the nearest Philippine Embassy, Consulate, or agent to obtain the most recent information as these rules and procedures change frequently.

Member of:



LIVE PETS (DOG / CAT)

Documents Required

- Airway Bill
- Vaccination Card
- Veterinary Health Certificate
- Import Permit
- First page copy of owner of the goods' passport

Specific Information

- The health certificate must be issued within 10 days of the importation of each pet
- Vaccination card must be issued from the country of origin and include rabies vaccination information
- Import permit should be acquired from Bureau of Animal Industry, Manila at least two to three (2 – 3) working days prior to the pet's arrival in Manila
- There is no quarantine period required in the Philippines
- Duties/Taxes computations it's based on the value of the pet and the freight cost (3% duty and 10% tax)
- Clearing time is approximately 4 to 5 hours from the time of the pet's arrival in Manila
- The Quarantine Inspector in Manila must be notified at least 24 hours prior to the arrival of an animal
- Pets may be transported as accompanied baggage or as cargo; contact airline for specific information
- It is possible that a pet considered "exotic" would be restricted; if so, the owner should contact the Philippine Embassy, Consulate for further information

Member of:





CONSIGNMENT INSTRUCTIONS

NON DIPLOMATIC CARGO:

CLIENT'S NAME (as seen on the passport)
C/O Asia Relocation Moving and Storage Inc
Warehouse 401, Bormaheco Compound, Cervantes Street, Paranaque City, Philippines
TEL: (63 2) 511 1861
EMAIL: traffic@asia-relocation.com

NOTIFY PARTY:

ASIA RELOCATION MOVING AND STORAGE INC.
BING ARAMBULO
TEL: (63 2) 511 1861
EMAIL: traffic@asia-relocation.com

DIPLOMATIC CARGO:

CLIENT'S NAME (as seen on the passport)
C/O Name of the Company (Embassy of the Philippines Government Agency)
(Full address in the Philippines)

NOTIFY PARTY:

ASIA RELOCATION MOVING AND STORAGE INC.
BING ARAMBULO
TEL: (63 2) 511 1861
EMAIL: traffic@asia-relocation.com

info@asia-relocation.com | +63 2 810 4977 | www.asia-relocation.com

Member of:

