

This document is subject to change as per Customs Rules & Regulations and it is recommended to verify this information with respective ISS RELOCATIONS Office Operations Department prior to shipping. However, you are advised to read below our ISS India CRR document. and be appraised of the regulations and rules.

Please note to refer further at [www.iamovers.org](http://www.iamovers.org) under country guide.

#### **Import Shipments into India:**

Indian nationals, foreign nationals including those of Indian origin, transferring their residence to India or coming to India on employment, can import their personal effects and household goods into India duty free subject to the following conditions

**Transferee must have lived overseas for at least 2 years and must be transferring his/her residence to India. Transferee must not have visited India for more than 180 days in the preceding two years.**

Foreign nationals must have a resident / business / work / entry visa or a PIO card. Goods must be shipped out within one month of arrival of the owner into India; automobiles can be shipped with 6 months of arrival. If there is a delay, then goods can be cleared only if customs condone the delay. Each case will be decided on merits.

**The owner's physical presence is mandatorily required [except in Mumbai / Delhi / Chennai]** during customs examination & clearance. Owner should arrive in India before the shipment and be present in country until the shipment clears customs or else demurrage / container detention will be quite heavy.

**The shipper must produce original passport reflecting a recent arrival stamp into the country** - All household goods (old and used) and personal effects are duty free (accept electronics) if in owner's possession for at least 1 year (and used) under the Transfer Residence rule.

- Original Passport will need to be turned over to Indian destination agent until shipment clears customs
- Authority Letter (provided by destination agent in India)
- Baggage Declaration Form (provided by destination agent in India)
- Inventory with valuation of each item & Indian Customs Declaration Form (provided by destination agent in India)
- Bill of Lading

The following items are allowed in your shipment but will be subject to tax and duty - New articles are charged duty @ 38.5 % The following electronic appliances (old or new) are charged duty of the value subject to a value limit of Rs. 5, 00,000/- (approx. US \$ 10000) regardless of usage. The items are DVD Player, Video Home Theatre System, Dishwasher, Music System, Air conditioner, Domestic Refrigerator above 300 liters (Refrigerator should not be locked by a key), Deep Freezer, Microwave Oven, Video Camera, Word Processor, Fax machine, Portable Photocopiers. Concessional duty rate of 15 % is allowed only on the first unit. If the shipper has two or more of any appliances, or the combined value of all the above appliances exceeds Rs. 500,000 (US\$ 10000) duty @ 38.5 % will be charged on the additional units/value.

Import duties on alcohol & spirits, etc. are very high in India (approx. 250 %) and on beer & wines (approx. 150%). If shipping alcohol please contact us prior to shipping for necessary information, as in most cases its prohibited and not allowed to import. In Delhi there will be duties of 35% + 10% additional educational cess on printers and TV.

**Indian customs have introduced a New Customs Regulation with respect to import of Television Sets. As per this new notification, every television set will attract full customs duty at approximately 38.5% even under a transfer of residence.**

#### **Custom Duties: Applicable for all shipments into India.**

If on TR @ 17% and NON-TR at 38.5%]

**e.g.:** If a shipment assessed value declared by client is 5,00,000/- INR

The duty payable under TR @ 17% will be 85,000/- INR (The duty is mainly calculated only on white goods) all other items like clothes etc., if used and old no duties applicable.

#### **Export Shipments out of India:**

Please note that the following documents are required for customs clearance.



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#### DOCUMENTS FOR EXPORT

1. Copy of e-ticket – 2 sets
2. Copy of passport [photograph page and address page] – 2 sets
3. Copy of destination country visa and Indian visa – 2 sets
4. Copy of work permit / residence visa – 2 sets
5. Authority letter [we will provide] – 2 sets
6. Customs declaration form [we will provide] – 2 sets
7. Application for departure certificate [we will provide] – 2 sets

\* All the above copies need to be signed by the shipper on all the pages. Please do not fill up the forms, we will do the needful.

#### **Car & Bike Shipments: IMPORT:**

1. The vehicle / motor bike (Car / Bike) can only move under TR.
2. An Indian importing the car / bike should have stayed at Origin for two years.
3. NOC (for export from the country's RTO) Export Certificate required and should be country specific and translated into English.
4. Proof of Bike and all necessary documents – Registration papers, & purchase invoice.
5. No LEFT-HAND DRIVE car is allowed. The car must be a RIGHT-HAND steering.
6. The car/Bike should be older than 1 year and 1 day in the owner's name; personal hearing is a must for the customs in India.
7. No sale bond for 2 years. Passport (in case of Indian National this must reflect minimum two years stay overseas, during which time his short visits should not exceed 180 days.)
8. Overseas registration Certificate of the vehicle (Car / Bike) / Insurance Policy and the manufactures Invoice (car / Bike).
9. Foreign Nationals are required to pay the custom duty in foreign convertible currency.
10. **Custom duties would be 256% on old car, 196% on new car / 121% on new bike, 190% on old bike approx., maximum depreciation would be 70% based from value from year of manufacture of the Car / Bike (as per customs assessed).**
11. Registration in owner's name should be at least for a period of one year & 1 day prior to his return.
12. Vehicle – Car / Bike should land in India within one month from the date of arrival of the owner.
13. Documents required: B/L Original, Car registration (Original), Invoice of vehicle, Original Passport, Insurance policy.
14. The BL should have a mention declaring such: example: "1X20FT STC 104 PACKAGES OF USED HOUSEHOLD GOODS & PERSONAL EFFECTS + One **used motor bike** (Chassis no: ( ), Engine no: ( ), Make & Model no: ( ), Year of manufacture ( ), Passport no ( )
15. Car / Bike Should Land India within six months from the date of the arrival of the owner.
16. Turbo engines attract a higher clearance rate.

#### **FOR SHIPMENTS TO MUMBAI: POE: NHAWA SHEWA / APOE: Chhatrapati Shivaji Maharaj Terminal MUMBAI:**

Bill of Lading Instructions: In the shipper's column (Mention the clients name as per passport, Clients residential address of Origin) – In the consignee's column – Client name as per passport, and clients residential address in INDIA as per passport, OR Office address of ISS Relocations Location.

In the Notify Colum –

Console Shipping Services India Pvt Ltd,

Suite # 102, First Floor, Sai Samarth Building,

Opp. Geetmala Complex, Deonar, Mumbai – 400088.

Mobile: 91 9004401619, Fax: +91 22 42212899.

Contact Person: Siva Ramakrishnan. Email: [siva.ramakrishnan@iss-relocations.com](mailto:siva.ramakrishnan@iss-relocations.com)

Cargo Description: Old & Used Household Goods and Personal Effects.

#### **FOR SHIPMENTS TO CHENNAI: POE: Chennai port / APOE: Chennai International Airport:**

Bill of Lading Instructions: In the shipper's column (Mention the clients name as per passport, Clients residential address of Origin) – In the consignee's column – Client name as per passport, and clients residential address in INDIA as per passport, OR Office address of ISS Relocations Location.



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In the Notify Colum –

Console Shipping Services India Pvt Ltd,  
27/13, West Mada Church road, 1<sup>st</sup> floor, Bay View Apartments,  
Royapuram, Chennai 600013.  
Phone: +91 44 42080493  
Contact Person: Rahul Dwivedi. Email: [rahul.dwivedi@iss-relocations.com](mailto:rahul.dwivedi@iss-relocations.com)  
Cargo Description: Old & Used Household Goods and Personal Effects.

**FOR SHIPMENTS TO BANGALORE: POE: Bangalore ICD / APOE: Kempegowda International Airport Bangaluru:**

Bill of Lading Instructions: In the shipper's column (Mention the clients name as per passport, Clients residential address of Origin)  
– In the consignee's column – Client name as per passport, and clients residential address in INDIA as per passport, OR Office address of ISS Relocations Location.

In the Notify Colum –

Console Shipping Services India Pvt Ltd,  
Suite 305, Illrd Floor, Sophia's Choice,  
No.7, St. Marks Road, Bangalore: 560001  
Mobile: 8657453792  
Contact Person: Sandhya.Sundarraaj. Email: [sandhya.sundarraaj@iss-relocations.com](mailto:sandhya.sundarraaj@iss-relocations.com)  
Cargo Description: Old & Used Household Goods and Personal Effects.

**FOR SHIPMENTS TO NEW DELHI: POE: Delhi ICD / APOE: Indra Gandhi International Airport:**

Bill of Lading Instructions: In the shipper's column (Mention the clients name as per passport, Clients residential address of Origin)  
– In the consignee's column – Client name as per passport, and clients residential address in INDIA as per passport, OR Office address of ISS Relocations Location.

In the Notify Colum –

Console Shipping Services India Pvt. Ltd.  
B -1/ D- 4, 1<sup>st</sup> Floor,  
Mohan Co – Operative Industrial Estate,  
Mathura Road, New Delhi- 110044  
Mobile: +                      Landline: 011-40589900  
Contact Person:                      Email:  
Cargo Description: Old & Used Household Goods and Personal Effects.

- Ensure the name is exact as per Passport
- Please request shipping lines to mention 14 days free (in FCL shipments) container detention at destination port and the same should be mentioned in the description of the BL copies.
- Air shipments AWB should reach us at least 24hrs to 48hrs in advance., considering working days.

If the bike is not under a transfer of residence then in addition to the above, customs will require a **certificate of export** and a **production certificate**. Further, the bike needs to be a brand-new bike [800 CC or more] and straight from the showroom. If not, then very heavy fines and penalties will be levied on a used bike.

Please note that the procedure for importing a bike or car into India is not only an extremely tedious process but is also very expensive. It also requires the shipper to make frequent personal visits to customs. Unless it is a Diplomatic shipment the procedures are highly cumbersome and long drawn out. Please advise your shipper accordingly.

PLEASE SEND US THE AUTOMOBILE / BIKE PAPERS BEFORE EXPORTING SO THAT THE SAME IS VERIFIED BEFORE DESPATCH.  
PLEASE DESPATCH ONLY AFTER WE GIVE YOU A CONFIRMATION.



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**EXPORT:**

We require following documents

1. Registration Book (Should be in the Shipper name and period should be more than 12 months in possession).
2. PUC should be valid / Valid Insurance.
3. Original Invoice of the Bike.

**Customs Clearance period:**

Used HHGS via Sea freight i.e. FCL/Groupage: 4 to 7 working days. Customs inspection takes place in the port and delivery of shipment up on completion of the same. Our destination service includes normal clearance, delivery to client's residence, stair carry till 2<sup>nd</sup> floor in case few items do not fit in the service elevator, long carry up to 50 meters, offloading, 100% unpacking on flat service, simple/basic reassembly of used furniture dismantled at origin, removal of debris on day of completion of unpacking.

For unaccompanied air freight: 2-4 working days – delivery can be arranged during weekdays / working hours only

**Important note:**

- In case the shipment arrives on a Friday or Saturday or Sunday, which are the weekends in India including public holidays where public offices/Ministries are closed as well, there will be a possibility of delay in customs clearance and chances of port Storage/demurrage to incur. All these additional charges will be to the actual consignee's account unless otherwise specified, which should be paid prior to delivery of shipment.
- All importation of Household Goods and Personal Effects go through X-Ray scanning during Customs Clearance hence please avoid the following items in the shipment :

Failure to adhere to the above will lead to long delays at customs, huge penalty and / or possibility of returning the shipment to Origin country and charges of which will have to be borne by the Shipper/owner of the shipment.

**Key contact.**

**Rahul Dwivedi**

Manager – India.

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Email: [rahul.dwivedi@iss-relocations.com](mailto:rahul.dwivedi@iss-relocations.com)

Website : [www.iss-relocations.com](http://www.iss-relocations.com)

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Email: [rashid.batliwalla@iss-relocations.com](mailto:rashid.batliwalla@iss-relocations.com)

Website : [www.iss-relocations.com](http://www.iss-relocations.com)

**BANK DETAILS:**

A/C Name: ISS Relocations (A division of Console Shipping Services India Private Limited)

A/C No: 13990200008412

Bank: The Federal Bank Ltd, Chembur, Mumbai

IFSC: FDRL 000 1399

SWIFT: FDRL IN BB IBD.

Please note that all payments without the correct IFSC numbers shall be rejected automatically and returned to origin bank as per RBI Regulations – INDIA.