**IMPORT - SEA**

**IMPORTS ~Household Goods**

|  |  |
| --- | --- |
| ***Destination Rate Includes*** | ***Destination Rate Excludes*** |
| 1. Standard Import customs clearance. 2. Delivery based on normal access. 3. Protection of walls, floors, elevators as/if required by building management to effect delivery. 4. Disposal fee for pallets, wooden cases, lift-vans, and unpacked packing materials. 5. Assembly and set up of normal furniture dismantled and packed by packing crew at origin. 6. Unpacking to flat surface and removal of debris at time of delivery. | 1. Additional costs incurred as a result of not having required documentation prior to shipment departure/arrival. 2. Insurance (Arranged at origin, with subrogation waiver) 3. Customs bonded warehouse charges 4. Customs duties, taxes, excises, consumption tax (HHG normally duty + tax free) 5. Demurrage or detention charges at port, terminal, or airport 6. Customs inspection fees – in the event of Customs X-Ray or physical examination, actual costs, plus handling (Trucking, labor) as directed by customs billable to account. 7. Storage or storage handling 8. Hoisting or use of crane due to difficult access 9. Handling of heavy or special items such as pianos, safes, pool tables, Long carry, stair carry, truck shuttle unless quoted 10. Saturday/Sunday/National holiday/out of normal business hours, double deliveries. 11. Assembly or reassembly of flat pack or kit set furniture i.e. German Schranks, IKEA. ~ or goods requiring a third party specialist 12. **Bank remittance & Japan bank receiving charge of JPY6,500** 13. Cash On Delivery requests JPY12,000 for each request. 14. Valet, maid, handyman or associated VIP services unless quoted. |

**IMPORTS ~Motor vehicles**

***Service is subject to:***

Marine Insurance (Arranged at origin, with subrogation waiver)

Condition report to be provided showing Vehicle condition at origin.

Vehicle to be self propelled ~ rates exclude repairs, or other to mobilize vehicle (if required).

Excludes additional duties, levies, fees, handling charges in event of customs inspection.

Warehouse handout basis.

Rates specifically exclude storage, registration, roadworthiness, mechanical work, or delivery unless indicated.

\***Note**: It is prohibited to send items inside the car. Car must be in a bare state. Failure to provide car in a bare will create customs inspection problems and incur additional handling expenses associated therewith.

*Importation of motor vehicles and motorcycles have specific import requirements and regulations. Please contact us in advance for such requirements.*

**(1) PORT OF ENTRY & WAREHOUSING**

Japan Ports of Entry: All major ports serviced

WAREHOUSES: OKINAWA, FUKUOKA, KOBE, OSAKA, NAGOYA, YOKOHAMA, TOKYO

STORAGE (Minimum volume is Gross 5 Cubic Meters)

|  |  |  |  |
| --- | --- | --- | --- |
| Warehouse handling IN | JPY | 1500 | per Gross 1 CBM |
| Warehouse handling OUT | JPY | 1500 | per Gross 1 CBM |
| Storage per day (Normal) | JPY | 150 | per Gross 1 CBM |
| Storage per day (Temperature controlled) \* | JPY | 200 | per Gross 1 CBM |

\* Tokyo & Yokohama only

Storage: Vehicles JPY1500 per day

**(2) SHIPPING INSTRUCTIONS (All shipments)**

|  |  |
| --- | --- |
|  | **Bill of Lading or AirWaybill** |
| **Consignee** | Shippers name (As per passport) **or**  Company Name  C/O VANCOMBE INC  9-22-2 SUGITA, ISOGO-KU, YOKOHAMA 235-0033  TEL: +81-90-6107-4975 F: 81-3-4577-6231  EMAIL: [info@movingjapan.com](mailto:info@movingjapan.com) |
| **Notify Party** | VANCOMBE INC  9-22-2 SUGITA, ISOGO-KU, YOKOHAMA 235-0033  TEL: +81-90-6107-4975 F: 81-3-4577-6231  EMAIL: [info@movingjapan.com](mailto:info@movingjapan.com) |

**(3) PAYMENT TERMS**

Customers without an established business relationship are required to prepay for services before delivery.

**(4) BANK DETAILS**

**Bank :** Sumitomo Mitsui Bank (Bank Code: 0009)

**Swift ID :** SMBCJPJT

**Branch :** HAMAMATSUCHO (Branch No: 679)

**Note:** Ensure all intermediary and bank receiving charges are prepaid. **Japan banks charge JPY6500 to receive international remittances.**

**Please add to ensure correct invoice amount is received.**

**Address :**  2-3-1, Hamamatsucho, Minato-ku,

Tokyo 105-0013, JAPAN

**Company & Account Name :** VANCOMBE INC

**Account Type :** NORMAL

**Account No :** 7424286

**(5) TIMBER PACKAGING**

All solid timber packing must be ISPM15 compliant. Non compliant timber will be subject to treatment, destruction, or re export at importers expense.

**(6) SHIPPING & INDIVIDUAL PACKAGE MARKS**

Liftvans/pallets consolidated outer containers must have a Shipping Mark. Missing Marks can cause delays/additional expense.

*Individual packages must be marked and correspond to Packing List numbers and content.*

**(7) IMPORT PROHIBITED & RESTRICTED ITEMS**

Normally, all goods imported as personal effects are without duty. The following items are exempted and dutiable if quantities exceed allowable limit of Yen 200,000.

Permissible Quantity Item

3 bottles (760ml per bottle) Alcoholic beverages

100 pieces Cigars

400 pieces Cigarettes

500 grams Pipe Tabacco

2 ounces Perfume

|  |  |
| --- | --- |
| **Prohibited Items** | * Narcotic drugs, stimulants, marihuana, MDMA, etc. * Firearms such as pistols, revolvers, etc. * Counterfeit, altered or imitated bank notes, coins or securities, and forged credit cards. * Obscene or immoral materials * Articles which infringe upon intellectual property rights * Explosives (dynamite etc), materials for chemical weapons |
| **Restricted Items** | * Hunting guns, swords, bayonets, Knives (with blade exceeding 15 cm) etc * Internationally protected endangered animals, plants, or their products (eg crocodile, cobras, turtles, ivory, musk, cactus etc). * Live animals and plants, meat products, vegetables, fruits, rice, etc * Pharmaceutical products, cosmetics subject to volume restrictions * Medicine – prescription details and slips required a t customs and subject to restrictions. |

**(8) PETS**

Importation of pets has specific import requirements and regulations. Please contact us in advance for such requirements.

**(9) HOUSEHOLD GOODS ~ CUSTOMS REQUIRED DOCUMENTATION**

***Customer must arrive in Japan before import customs clearance can be completed.***

**A** **Customer complete contact details:**. Japan address, telephone numbers, email

**B** **Packing List Inventory.** **Must be**

a) Clear and legible, preferably typed

b) In English or Japanese

c) **Exclude “all”** abbreviations, and vague descriptions *such as* **“miscellaneous”, “stuff”, “sundries”, “personal”, “things”, “etc”, “souvenirs”, “sundries”, “PBO”.**

*Items must be descriptive of what items are for customs compliance.*

**C** **Bill of Lading/ Air Way Bill** *(Copy by email. Telex released /Surrendered).*

Clear scans/copies of: **TIP ~ easily readable digital pictures work well**

1. Photo & information page
2. Departure country “date of departure stamp” page (Prior Japan arrival).
3. Most recent, Japan Immigration “Date of Arrival” stamp page showing arrival date.
4. Japan visa page *(if non Japanese passport holder)*

If passport nationality is different to country of departure:

1. Origin country visa(s), Residence card(s)
2. Boarding passes, luggage tags, airline confirmed itineraries as required.

*Customs must determine travel movement from shipment origin to Japan. Including visa stamps of other countries travelled to, en route to Japan.*

**D** **Passport**

**E** **Japanese Customs Form C-5360-B**. Stamped original only.

Declaration is necessary to obtain duty and/or tax exemption status and original is required at time of import customs clearance. The unaccompanied baggage must be in shippers custody within 6 months after arrival.

Ask flight attendant for 2 copies prior to Japan arrival. Complete in duplicate.

NOTE: TO AVOID CUSTOMS PROBLEMS, PKS (NUMBER) MUST MATCH PACKING LIST INVENTORY TOTAL. (Preferably leave blank)

Hand 2 completed cards to customs officer (after collecting luggage from baggage claim area). One will be stamped with a seal of certification and returned. **Do not lose this stamped declaration original with customs stamp!** After entry, it is not possible to reissue.

Email [info@MovingJapan.com](mailto:info@MovingJapan.com) for address to send/courier original. (This will depend on which airport/port shipment will arrive at)



**To avoid additional fees with delays** ~*ADVANCED NOTICE IS REQUIRED~.* **Packing list and associated documents to be received at least (5) days prior to vessel’s arrival at first port of call in Japan**

**(10) DIPLOMATIC IMPORTS~ CUSTOMS REQUIRED DOCUMENTS**

***Customer must arrive in Japan before import customs clearance can be completed.***

1. **Customer complete contact details:**. Japan address, telephone numbers, email
2. **Embassy contact details:**. (Contact details of person(s) responsible for filing, “Kangi Form” application with Japan foreign ministry)

Remarks:

1. It takes 5 to 12 working days for Embassy to apply for and receive official Kangi form.
2. Kangi form original in sealed envelope + photocopy must be received at least (5) days prior to vessel’s arrival at first port of call in Japan. Late receipt will delay customs clearance, and incur demurrage penalties beyond carrier allowed free time.
3. Where full containers are shipped, we recommend attempting to negotiate with carrier to extend free time, to 12 days.

**C. Packing List Inventory.** **Must be**

a) Clear and legible, preferably typed

b) In English or Japanese

c) **Exclude “all”** abbreviations, and vague descriptions *such as* **“miscellaneous”, “stuff”, “sundries”, “personal”, “things”, “etc”, “souvenirs”, “sundries”, “PBO”.**

*Items must be descriptive of what items are for customs compliance.*

1. **Bill of Lading/ Air Way Bill**

Copy by email. Telex released /Surrendered.

If original Bill of Lading is required. The shipper (customer) must endorse Original Bill of Lading (BL), First Original. Do this by signing the back of the original BL, and affix Embassy stamp. This is for the purposes of the shipping company, in order to release the shipment.

Moving Japan, must receive original, endorsed BL at least (5) days prior to vessel’s arrival at first port of call in Japan. Late receipt will delay customs clearance, and may incur demurrage penalties beyond carrier allowed free time.

**(11) COMMERCIAL/EXHIBITIONS ~ CUSTOMS REQUIRED DOCUMENTS**

1. Commercial invoice and packing list showing ~ **description of goods**, *Harmonized System (HS) customs codes*, **Country of Origin**, *Materials*, **Quantities**, *Unit Price*.
2. Dimensions, weights and photo/catalogue of all items
3. Customer Japan contact details.

*To avoid customs problems, terminal storage and other costs* ***do not send shipment without Moving Japan prior vetting of documents.***

Sea shipments: Surrendered/Telex released Bill of Lading or Waybill.

Air shipments: Air waybill copy