

## **IMPORTANT INFORMATION FOR AGENTS**

NOT ALL PERSONS ARE ALLOWED TO IMPORT HOUSEHOLD GOODS INTO ECUADORIAN TERRITORY. BEFORE ACCEPTING A SHIPMENT WE MUST CONFIRM THAT THE CLIENT COMPLIES WITH THE IMPORT REQUIREMENTS.

1. MAKE SURE THAT NEITHER THE CLIENT NOR THE FAMILY GROUP HAS IMPORTED HOUSEHOLD GOODS BEFORE THIS OCCASION (FOR NON-DIPLOMATIC SHIPMENTS).
2. ALWAYS WAIT FOR OUR GREEN LIGHT
3. FOR FOREIGNERS AND ECUADORIANS, THE CONSIGNEE MUST BE IN ECUADOR BEFORE THE ARRIVAL OF THE SHIPMENT AND UNTIL ITS RELEASE TO AVOID DELAYS.
4. NO MORE THAN 200 KGS PER FAMILY MEMBER (EXCEPT DIPLOMATS) AND CLOTHES MUST BE SEPARATELY PACKED, WEIGHTED AND MARKED WHO IT BELONGS TO. EX. JHON CLOTHES 25 KGS.
5. CARS CAN ONLY BE IMPORTED BY ECUADOREANS RETURNING OR DIPLOMATS. NOT FOREIGNERS.

### **PACKING LIST DETAILS : (EXCEPT FOR DIPLOMATIC SHIPMENTS)**

1. THE PACKING LIST MUST BE SUPER DETAILED AND HAVE THE COMPLETE DESCRIPTION IN TERMS OF QUANTITIES AND DESCRIPTION OF THE ITEM AND BE SENT IN EXCEL. PBO, MISCELLANEOUS, HOUSEHOLD ITEMS, ETC. ARE NOT ACCEPTED.

**EX: BOX 1: 5 WALLETS, 4 T-SHIRTS, 3 PANTS, 10 PLATES. (AS IF IT WERE THE CASE OF A COMMERCIAL INVOICE FOR COMMERCIAL CARGO).**

## **REQUIREMENTS TO IMPORT ECUADORIAN HOUSEHOLD GOODS WHEN RETURNING**

- 1. TO HAVE REMAINED MORE THAN TWO YEARS ABROAD.**
- 2. THEIR VISITS TO ECUADORIAN TERRITORY IN THE LAST TWO YEARS CANNOT EXCEED 180 DAYS (CONSECUTIVE OR NOT) COUNTED FROM THE TIME OF RETURN.**
- 3. THE ECUADORIAN MIGRANT MAY REQUEST THE EXONERATION OF HIS HOUSEHOLD GOODS AND WORK TOOLS UP TO 36 MONTHS (3 YEARS) AFTER HIS RETURN TO ECUADOR WITH HIS INTENTION TO RESIDE.**

### **REQUIRED DOCUMENTS:**

- a) Power of Attorney in favor of the Customs Agent, (Sandhill will assist the client, however costs are borne by the client 120 USD).
  - b) Notarized sworn declaration of goods in Ecuador including the inventory (Sandhill will assist the client, however costs are to be borne by the client 120 USD).
  - c) Copy of the Original Inventory and in Excel.
  - d) Color copy of your ID card front and back, as well as your passport.  
as well as the passport. (migrant and family group)
  - e) Copy of the voting ballot or its supporting document (migrant and family group).
  - f) Migratory movement (migrant and family group).
  - g) Certificate of Returned Migrant (migrant and family group).
- Sandhill will assist with information on how to obtain each document.

## **REQUIREMENTS TO IMPORT FOREIGNER HOUSEHOLD GOODS**

- a) Power of Attorney in favor of the Customs Broker, (Sandhill will assist the client, however costs will be borne by the client).
- b) Notarized sworn declaration of goods in Ecuador including the inventory (Sandhill will assist the client, however costs are to be borne by the client).
- c) Copy of the Original Inventory and in Excel.
- d) Color copy of your ID card front and back (IF APPLICABLE).  
as well as the passport. (migrant and family group)
- e) Migratory movement (migrant and family group).
- f) Duly registered work contract
- g) Visa (in case of NOT having a visa. appointment and payment of fees).

- Sandhill will assist with information on how to obtain each document.

## **REQUIREMENTS TO IMPORT DIPLOMATIC HOUSEHOLD GOODS**

### **Foreign Diplomats**

1. Authorization to import car and household goods.
2. 2 Request for Release Agreement - auto and household goods (the request from RREE to Customs)
3. 2 Release agreement - car and household goods (customs delivery).
4. in case of having only the request for release agreements. Letter of guarantee from the embassy.

## **Ecuadorian Diplomats**

1. scanned color passport (legible) and identity card (not included).
2. vehicle invoice in original format and Spanish. (which was probably already requested for the import authorization).
3. Import authorization of household goods and vehicle delivered by RREE.
4. Affidavit of the household goods and car
5. 2 Applications for the release agreement - car and household goods (RREE's application to Customs).
6. 2 Release agreement - car and household goods (customs delivery).

## **IMPORTANT NOTES**

**\*\* REQUEST TO THE SHIPPING COMPANIES 21 FREE DAYS AT DESTINATION AND 15 DAYS FOR DIPLOMATIC SHIPMENTS.**

## PORT CHARGES

### NON DIPLOMATIC SHIPMENTS:

1X20: 2500 USD APPROX

1X40: 3500 USD APROX

LCL: 1600 USD APROX

AIR: 1000 USD APPROX.

**DIPLOMATIC SHIPMENTS:**

1X20: 1500 USD APPROX

1X40: 1600 USD APROX

LCL: 1300 USD APROX

AIR: 800 USD APPROX.

These values do NOT include the payment of taxes IF APPLICABLE.

**CUSTOMS TIME:**

**NON DIPLOMATIC**

SEA: APPROX. 15 - 20 LABOR DAYS

AIR: APPROX. 10 DAYS

**DIPLOMATICS:**

AIR AND SEA: APPROX. 5- 7 DAYS