



Importing Personal Property into

BELGIUM

IMPORTING HOUSEHOLD GOODS AND PERSONAL EFFECTS

DUTY-FREE ENTRY IS PERMITTED IF THE FOLLOWING REQUIREMENTS ARE MET:

- Household goods shipments must clear customs within 12 months from date of change of residence (date of registering at Belgian town hall of new residence).
- The shipper's new main residence is in Belgium.
- The household goods must have been in the shipper's possession for at least 6 months.
- The shipper must have had "normal residence" outside Belgium for at least 12 consecutive months.
- Items must have been purchased in country of origin or elsewhere with payment of local duties and/or taxes, without refund of duties/taxes at a later date.
- Items must not be disposed of within 12 months of importation unless the Belgian customs has been informed. In most instances, duties and/or taxes will be applicable.

Notes:

- Duty-free entry may be refused if removal goods are not in relation to the social standing of the shipper.
- Computers are not considered household goods or personal effects
- Foreigners without Certificates of Residence in Belgium must pay warranty of 10% customs duties, 21% VAT and BFRS 500 for possible fines.
- Several shipments may be made during the 12-month period, but the declaration of duty-free entry must be presented to
- Customs for all the shipments during customs clearance of the first shipment.

REQUIRED DOCUMENTS

- ✓ Original and 5 copies of a signed, dated, valued inventory in French, Dutch or German (depending on the area) accompanied by an official statement for the Customs Administration. All electrical items must be listed with serial number included. The number of shipments must be specified on this list.
- ✓ Total value to be declared to Customs
- ✓ Copy of passport
- ✓ Original Bill of Lading/Airway Bill
- ✓ Request for free entry form
- ✓ Work Permit
- ✓ Certificate of Residence, less than 12 months old, from the local Belgian town hall (aankomstattest/attestation d'arrivée)
- ✓ Lease contract
- ✓ Indemnity/insurance documents
- ✓ Returning Belgian residents require a Change of Residence Certificate from the time they left Belgium.
- ✓ Shippers originating from Non-EU countries require a certificate stating that the shipper has resided outside of the EU for at least 12 months. This certificate can be issued by the Belgian Consulate at origin, the shipper's employer at origin or branch office in Belgium.
- ✓ Shippers originating from Non-EU countries require a Declaration IM/EU 4 (Regime 40). Declaration should only refer to personal goods. Separate declarations are required for private vehicles.
- ✓ For shippers who are making company moves, a declaration (stamped and signed) from the employer stating that the transfer is necessary and required.

DIPLOMATIC REMOVALS, RESTRICTED / PROHIBITED ITEMS, IMPORTING MOTOR VEHICLES

DIPLOMATIC REMOVALS

- ✓ Diplomats are defined as foreign official based in Belgium, including European Commission officials and staff of International Organizations, but excluding returning Belgian embassy diplomats.

REQUIRED DOCUMENTS

- ✓ Customs Form 136F delivered by local embassy in Brussels. The shipper must personally sign this document; therefore he/she must arrive in Belgium at least 1 or 2 weeks prior to the arrival of the shipment.
- ✓ Packing list
- ✓ Total value to be declared to customs
- ✓ Copy of diplomatic passport

RESTRICTED/DUTIBALE ITEMS

- Tobacco products and foodstuffs
- Telephone and fax machines require approval from Customs
- Items newer than 6 months old are subject to duties.
- Presents and souvenirs will incur duties
- Electronic/electrical appliances and equipment may require modifications
- Firearms and ammunition require a shooting license and must be listed on inventory showing manufacturer, type of weapon, serial number and caliber of firearm.
- Alcohol must be accompanied with the statement "fond de cave" (less than 30 bottles) for duty-free importation.
- Plants and vegetables must be accompanied by a phytosanitary certificate issued by the ministry of agriculture from the country of origin.

PROHIBITED ITEMS

- Animal products from endangered species, including ivory.
- Drugs and narcotics

IMPORTATION OF MOTOR VEHICLES

- Duty-free entry is permitted for automobiles, provided that the vehicle has been registered for over 12 months and has been used by the shipper for at least 6 months.
- To be exempt from duties and taxes, the conditions for duty-free entry of household goods must be met.
- Trailers, motor homes, etc. are also permitted duty-free entry, provided they show visible signs of use.
- Vehicle must comply with Belgian safety and emission requirements, therefore modification may be necessary.
- Once the vehicle is customs cleared, the following steps must be taken: obtaining a certificate of conformity, having a technical inspection performed, insuring against third party liability and registering the vehicle.

REQUIRED DOCUMENTS

- ✓ Form IM/EU 4 – agreement not to dispose of the vehicle within 12 months of importation.
- ✓ Vehicle must be listed in the inventory detailing the manufacturer, body and engine number, color, and type of vehicle.
- ✓ Original purchase invoice or selling contract showing that duties and/or taxes were paid.
- ✓ Original car certificate of registration or title
- ✓ Certificate of insurance valid for at least 6 months prior to arrival in Belgium.
- ✓ Proof of European/Belgian insurance
- ✓ Original license plate from country of origin
- ✓ Valid European Green Liability Card, obtained after customs clearance

IMPORTING PETS, WORKS OF ART AND ANTIQUES

IMPORTATION OF PETS

- Importation granted without quarantine.
- Dogs and cats under the age of 7 weeks old are prohibited unless the kittens or puppies are not yet weaned and traveling with their mother.
- If the pet is traveling to Belgium unaccompanied, it must have a microchip ISO# 11784 & 11785. Once in Belgium, all dogs remaining for over 6 months are required to be registered and fitted with a microchip.
- Import authorization is required and an application can be obtained from:
The Belgian Veterinary Services
Dhr. Moelans Joan
World Trade Center 3 – 5th Floor
Boulevard Simon Bolivar 30
B-1000 Brussels
Belgium
Telephone: 011.32.2.208.5040
Fax: 011.32.2.208.5172

REQUIRED DOCUMENTS

- ✓ Import Permit / Authorization – requires completion of “Going to Belgium with a Pet Information Form,” a copy of the Rabies Certificate and Application for Import or Transit Authorization for Live Animals. The authorization for import is valid for 6 months.
- ✓ Rabies Certificate issued by a US certified veterinarian surgeon. The certificate should state that the vaccination was issued between 30 days to 1 year prior to date of importation. The following information should be included on this certificate: date of vaccination, type of vaccine, vaccine’s expiration date, name of vaccine’s manufacturer, vaccine’s batch number, description of the animal (sex, age, breed, markings, etc.), name and address of owner (in US and Belgium).
- ✓ International Health Certificate (certificate de bonne santé/gezondheidsattest) issued by US certified veterinary surgeon. This certificate must be issued between 48 hours to 10 days prior to the pet’s departure for Belgium.

IMPORTATION OF WORKS OF ART OR ANTIQUES

- Antiques can be imported duty-free but are subject to payment of Value Added Tax.

ACKNOWLEDGMENTS:

- Household Goods Forwarders Association of America, Inc., "Commercial Shipper's Guide," 2005.
- Embassy of Belgium in the United States of America, "Going to Belgium," <http://www.belgium-emb.org/usa/GoingToBelgium/Customs.htm>, 2003.
- Expatica, <http://www.expatica.com/belgium.asp>, 2003.
- Gosselin World Wide, 2003.

The information presented herein is based on customs data available at the time of printing and is frequently subject to change without notice. It is the responsibility of the owner or importer of the household goods to comply with the current customs restrictions, regulations, and duties of the country to which the goods are imported. We strongly advise customers to contact the consulate or embassy of the destination country for the most current information on customs regulations, restrictions and duties for importing household goods, personal effects and vehicles.