



Importing Personal Property Into Switzerland

HOUSEHOLD GOODS AND PERSONAL EFFECTS

CUSTOMS REGULATIONS AND REQUIRED DOCUMENTS

Customs Regulations:

Customer must be in Switzerland and take up residence prior to customs clearance in order to be eligible to import household goods and personal effects duty-free. (Registration with local authorities is required for clearance.)

All articles must be used at least six (6) months prior to importer's departure from a foreign country. The importation of used goods and personal effects into Switzerland is usually duty and tax free. Customs officials are very strict about descriptive inventories. Under NO circumstances is the description "Packed by Owner" (PBO) allowed.

- Used household goods and personal effects must be owned and used for a minimum of six months and remain in Customer's possession for at least one year
- Items must be imported during the period of transfer of residence (maximum of three years)
- Wedding Presents:
 - Goods must be shipped within 3 months following the date of wedding for free entry
- Inheritance:
 - Admitted free of duty provided they are used and the declared owner lived abroad
 - Legal heirs must have their residence in Switzerland
 - A declaration ("Declaration personnelle d'effets de succession" form 18.46) must be completed and given to the local Swiss Customs Direction before importation
 - Used household goods given by a living person to an heir as inheritance advancement (Advance d'hoirie) is considered as inheritance goods

The following documents are required for the customs formalities into Switzerland.

Required Documents: Swiss and EU Citizens and Foreign Citizens

- ✓ Copy of Passport (first 3 pages) including photo page and expiry date
- ✓ Declaration/Application for clearance of removal of goods customs form 18.44 in duplicate and original signed by customer (Customs does NOT accept photocopies, fax or e-mail copies)
- ✓ Supplemental declaration for alcoholic products (provided by service agent)
- ✓ Comprehensive inventory list in French, Italian, German or English, dated and signed by the customer (three copies) showing:
 - Full contents and any other shipments planned
 - Appliances notated with serial numbers, make and model
- ✓ Confirmation of registration from Swiss Town Hall in which Swiss citizen is going to be living
- ✓ Returning nationals require an Attestation of Residence issued by local authorities
- ✓ Copy of lease contract for apartment or house or:
- ✓ Excerpt of Land Registry Office, in case Swiss citizen owns his own house
- ✓ Foreign citizens require a Work Permit and Residence Permit issued by local authorities

Diplomat Status:

Foreign diplomats are granted duty free entry. Diplomat's presence is not required. Usually customs does not inspect diplomatic goods. Requests should be made only by the foreign Consulate of Embassy in Switzerland

Required Documents:

- ✓ Diplomatic Franchise
- ✓ Passport copy
- ✓ Customs Form 14.60 must be stamped and signed by the appropriate Consulate/Embassy in Switzerland with the inventory list submitted to customs, preferably prior to the arrival of the goods
- ✓ Comprehensive inventory list in French, Italian, German or English

RESTRICTED/DUTIABLE ITEMS

- ✓ New items (less than 6 months old) require an invoice, must be listed separately on the inventory
- ✓ Foodstuffs in quantity
- ✓ Alcoholic beverages (must be declared under penalty of heavy fines)
 - Maximum 12 liters of hard liquor over 25% vol.
 - Maximum 200 liters of red, white wine or Champagne
- ✓ Appliances and restricted items should be loaded last for easy access by Customs

PROHIBITED ITEMS

- ✓ Controlled narcotics, Psychotropic Substances
- ✓ Ammunitions, Weapons (hunting /sporting rifles allowed with a permit)
- ✓ Skins, furs tusks etc from any animal mentioned on the Endangered Species List
- ✓ Exotic pets and endangered animals
- ✓ Anti-radar equipment, cleaning fluids
- ✓ Intellectual property, precious metals
- ✓ Dairy and white meat products

IMPORTATION OF PETS

Cats, dogs and birds are allowed. Quarantine may be required, please check with your service agent prior to importation for specific requirements.

Required Documents:

- ✓ Certificate of Vaccinations – Rabies shot must be given at least 30 days but not more than 1 year prior to importation
- ✓ Health Certificate – Attestation from a veterinarian

IMPORTATION OF VEHICLES

Vehicles can be imported duty-free if owned and used over six months and owner states it will not be re-sold within 12 months of import. All cars must comply with Swiss government regulations and import is granted on a case by case basis.

Required Documents:

- ✓ Passport and the Inventory List stating the vehicle
- ✓ Copy of Certificate of Title and Registration
- ✓ Work Permit
- ✓ Title, Purchase Invoice, Foreign Registration Card

- ✓ Driver's license, vehicle license from previous country
- ✓ Form 18.44
- ✓ Proof of Residency
- ✓ Swiss Insurance Receipt

NOTES:

All documents must be available at the time when customs formalities are affected. Should some documents be missing (e.g. lack of a residence in Switzerland), customs formalities can only be arranged on a temporary basis. In these circumstances, a temporary customs clearance will need to be arranged and Swiss Customs will ask for a deposit according to the volume of the goods.

Due to landlocked location, all surface freight shipments will arrive via Antwerp, Belgium or Rotterdam, Netherlands. The Swiss destination agent will move the shipment in bond to Switzerland for customs clearance.

Forms Needed:

Zusicherung Aufenthaltsbewilligung – Residence Permit

Schriftenempfangsschein – Receipt for depositing papers at Town Hall

Erklärung/Abfertigungsantrag für Libersiedlungsgüter – Owners Declaration of Household Goods

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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.