

Belarus

DOCUMENTS NEEDED FOR DUTY FREE IMPORT AND EXPORT OF HOUSEHOLD EFFECTS

Status	Non - Diplomat	Import:	Export:
		<ul style="list-style-type: none"> ➢ Copy of passport (main page + visa page) ➢ Residence permit ➢ Apartment rent/lease/purchase agreement ➢ Letter from company ➢ Inventory list ➢ Notarized Power of Attorney ➢ Pro-forma invoice 	<ul style="list-style-type: none"> ➢ Inventory list (to be prepared by Corstjens) ➢ Notarized Power of Attorney ➢ Export permissions if applicable ➢ Copy of passport (main page) ➢ Letter from company verifying that stay has ended ➢ Pro-forma invoice
	Diplomat	<ul style="list-style-type: none"> ➢ Copy of Diplomatic passport (main page) ➢ Copy of Diplomatic card (both sides) ➢ Confirmation of Embassy ➢ Inventory list ➢ Authorization from Embassy ➢ Pro-forma invoice 	<ul style="list-style-type: none"> ➢ Copy of diplomatic passport (main page) ➢ Copy of diplomatic card (both sides) ➢ Letter from Embassy verifying that stay has ended ➢ Authorization from Embassy ➢ Export permissions if applicable ➢ Pro-forma invoice

IMPORT - EXPORT

1. Letter from company

- The Letter from company verifying employment. At the customs clearance such a letter has to be shown to the customs.
- It has to state the duration of the stay (employment) of the migrant (Date: from _ till).
- It must be signed by the responsible person as well as stamped with an official company stamp. This letter can be written in Russian or English only.

2. Inventory list of Household Effects (HHE)

- Inventory of HHE has to be written in Russian or English only. (STAMPED BY EMBASSY OR OTHER APPROPRIATE ISTITUTE IF THE PERSON HAS A DIPLOMATIC STATUS)

3. Notarized Power of Attorney (to be obtained in Belarus or at the Belarus Embassies / Consulates)

- A formal authorization allowing employees of Corstjens to act on behalf of their customer during the customs clearance procedures.
- The Power of Attorney can be written in Russian only.
- The signature must be confirmed by a public notary in Belarus or at the Belarus Embassies / Consulates worldwide.

4. Copy of passport

- Copy of passport and diplomatic card must be stamped by Embassy or other appropriate institute in case the migrant has a Diplomatic status. Non-Diplomats have to present a simple copy of passport + visa.

5. Authorization from Embassy

- The same formal authorization as above, however if the migrant has a Diplomatic status the authorization is to be issued by the Embassy or other appropriate institution.
- Letter to be confirmed by the official stamp of the organization and a signature of the responsible person.
- Letter to be written in Russian only. Please mention the position of the migrant within the organization.

6. Export permissions for antiques and art objects

- Items of which the owner can prove to have imported them into Belarus can be freely exported. Otherwise, an export permission has to be arranged at the Ministry of Culture.
- We suggest to present all the items which may fall under this category to the Ministry of Culture to be sure if any export permission is necessary before actual export customs clearance. Customs officials are not experts.

7. Pornographic materials:

- The import and export of any material of pornographic nature is forbidden by law.

8. Alcohol and Tobacco

- Alcohol and tobacco in HHE shipments are forbidden.

9. Returning citizens

- Import of HHE is not duty and tax free in case the migrant has not obtained the temporary export documentation when leaving.

Conditions of Duty and Tax Free Import of HHE

- HHE belonging to non-residents **must** be imported temporary.
- After the stay, all (even the item that was broken while the migrants stay in Belarus) the temporary imported HHE must be exported.

Please note: The information on this page is intended as a guide and NOT as a complete or definitive resource. The information on this page should not be used as an authoritative reference. **Updated: January 2006**