

Indonesia *Customs Information for Diplomats*

Documents Required

Full Diplomat:

- ✓ Original PP-8 / Authorization letter from Indonesian Dept. of Foreign Affairs
- ✓ Copy of Diplomatic Passport
- ✓ Written statement from local Embassy in Indonesia confirming customer will only be working for the Embassy and will have no other assignments
- ✓ Authorization letter from local Embassy in Indonesia
- ✓ Copy of shipping documents legalized by the Embassy

Semi-Diplomat:

- ✓ Original PP-19 / Authorization letter from Indonesian Dept of State Secretary
- ✓ Original passport, original Residence Permit (KITAS Card), Original work permit (IMTA) valid for twelve (12) full months
 - semi-diplomatic organizations are still under PP-19 and some are not.

These documents must be accurate and complete – customers will incur significant warehouse and port storage charges if all documents are not provided.

Customs Regulations

Full Diplomat: Customer must be in country during customs clearance.

Semi-Diplomat:

- Customer must be in country during customs clearance.
- Shipment will be completely inspected by authorities.
- The household goods and personal effects must have been owned by shipper and used for at least one full year and for shipper's continued use in Indonesia (not for sale).
- Only one air and one sea shipment of household goods allowed duty-free.
- Shipment must arrive within three (3) months of date issuance of KITAS card.

Motor Vehicles

Full Diplomat:

- Original copy of PP-8 is required from the Embassy to import a motor vehicle.
- Import of a motorcycle is prohibited.

Semi-Diplomat: Import of a car, motorcycle or any vehicle parts or spare parts are strictly prohibited.

Pets

- Import of pets is subject to duties and taxes and must be for personal ownership (not for re-sale).
- Pets will be quarantined for approximately 14 days, upon clearance at the airport.
- Only several origin countries are allowed to import pets into Indonesia

The following documents are required:

- ✓ Copy of owners passport
- ✓ Letter of recommendation from Dept. of Veterinary Science in the origin country
- ✓ Copy of Health Certificate, Vaccination Book (Rabies Vaccination required, must be administered at least one (1) month prior to pet's departure date from origin country and valid for one (1) year).
- ✓ Written description of pet (name, breed, sex, age, color)
- ✓ Local Import License obtained from Indonesian Agricultural Dept (need one week to process).

Failure to adhere to the strict regulations concerning dutiable or restricted items will greatly delay clearance and increase charges considerably.

Dutiable / Restricted Items

Full Diplomats: There are no restrictions or duties for Full Diplomats

Semi-Diplomats:

- ✓ Only one of each major appliance is allowed duty-free with the exception of air conditioners
- ✓ Brand new items or any items not listed on inventory/packing list
- ✓ Printed or media material in Chinese (pictures, books, tapes, etc.) will require official permits and are subject to censorship and confiscation
- ✓ Medicines (prescription required)
- ✓ Antiques (may have problems re-exporting)
- ✓ Videos, tapes, CD's, DVD's, and books are all subject to censorship. Prepare a list of titles and authors
- ✓ Foodstuffs (beyond a reasonable amount)
- ✓ Large quantities of any type of product will slow clearance and result in high duty.

Prohibited Items

Full Diplomats: There are no prohibited items for full diplomats other than motorcycles.

Semi-Diplomats: Explosives, weapons, firearms, and ammunition, Narcotics and drugs of any kinds, Alcohol, Animal skins, Pornographic or politically sensitive literature , Any kind of motorized vehicle

Indonesia <i>Customs Information for Foreign Citizens</i>	
Documents Required	<ul style="list-style-type: none"> ✓ Original Passport ✓ Original Residence permit (KITAS Card) valid for 12 months ✓ Original Work Permit valid for 12 months ✓ Sponsoring letter from shipper's account/company in Indonesia <p>These documents must be accurate and complete – customers will incur significant warehouse and port storage charges if all documents are not provided.</p>
Customs Regulations	<ul style="list-style-type: none"> ➤ Customer must be in country for customs clearance ➤ Shipments must arrive within three (3) months of date of issuance of KITAS Card ➤ All shipments will be completely inspected by authorities ➤ The household goods and personal effects must have been owned by the customer and used for at least one full year and for the customer's continued private use in Indonesia (not for resale) ➤ Only one air and one sea shipment of household goods allowed duty-free
Motor Vehicles	<ul style="list-style-type: none"> ➤ Import of a car, motorcycle, or any vehicle parts or spare parts are strictly prohibited
Pets	<ul style="list-style-type: none"> ▪ Import of pets is subject to duties and taxes and must be for personal ownership (not for re-sale). ▪ Pets will be quarantined for approximately 14 days, upon clearance at the airport. ▪ Only several origin countries are allowed to import pets into Indonesia <p>The following documents are required:</p> <ul style="list-style-type: none"> ✓ Copy of owners passport ✓ Letter of recommendation from Dept. of Veterinary Science in the origin country ✓ Copy of Health Certificate, Vaccination Book (Rabies Vaccination required, must be administered at least one (1) month prior to pet's departure date from origin country and valid for one (1) year). ✓ Written description of pet (name, breed, sex, age, color) ✓ Local Import License obtained from Indonesian Agricultural Dept (need one week to process). <p>Failure to adhere to the strict regulations concerning dutiable or restricted items will greatly delay clearance and increase charges considerably.</p>
Dutiable / Restricted Items	<ul style="list-style-type: none"> ➤ Only one of each major appliance is allowed duty-free with the exception of air conditioners ➤ Brand new items or any items not listed on inventory/packing list ➤ Printed or media material in Chinese (pictures, books, tapes, etc.) will require official permits and are subject to censorship and confiscation ➤ Medicines (prescription required) ➤ Antiques (may have problems re-exporting) ➤ Videos, tapes, CD's, DVD's, and books are all subject to censorship. Prepare a list of titles and authors ➤ Foodstuffs (beyond a reasonable amount) ➤ Large quantities of any type of product will slow clearance and result in high duty
Prohibited Items	<ul style="list-style-type: none"> ➤ Explosives, weapons, firearms, and ammunition ➤ Narcotics and drugs of any kinds ➤ Alcohol ➤ Animal skins ➤ Pornographic or politically sensitive literature ➤ Any kind of motorized vehicle

Indonesia *Customs Information for Returning Citizens*

Documents Required

- ✓ Original Passport
- ✓ Original Inventory List legalized by Indonesian Embassy/Consulate in the country of origin
- ✓ Original Statement Letter by Indonesian Embassy/Consulate in the country of origin confirming that the customer has been living abroad for a minimum of one year, with the date of arrival, date of intended return to Indonesia and customer's intent to ship personal effects
- ✓ Letter of Assignment and Reassignment by customer's employer or sponsoring company if customer is assigned for business purpose.
- ✓ A spouse is not permitted to import household goods.
- ✓ For students importing goods, a School Certificate or Diploma is needed, as well as all of the above except Letter of Assignment and Reassignment.

These documents must be accurate and complete – customers will incur significant warehouse and port storage charges if all documents are not provided.

Customs Regulations

- Customer must be in country for customs clearance
- All shipments will be completely inspected by authorities
- To be allowed duty-free entry, the customer must have lived abroad for a minimum of one year and must have been in possession and used the items for at least two years, with continued use of the items while in Indonesia (not for resale)
- Only one air and one sea shipment of household goods allowed duty-free
- Ocean freight shipments must arrive within three (3) months after the customer's arrival in Indonesia and air freight shipments within 15 days of customer's arrival

Motor Vehicles

- Import of a car, motorcycle, or any vehicle parts or spare parts are strictly prohibited.

Pets

- Import of pets is subject to duties and taxes and must be for personal ownership (not for re-sale).
- Pets will be quarantined for approximately 14 days, upon clearance at the airport.
- Only several origin countries are allowed to import pets into Indonesia

The following documents are required:

- ✓ Copy of owners passport
- ✓ Letter of recommendation from Dept. of Veterinary Science in the origin country
- ✓ Copy of Health Certificate, Vaccination Book (Rabies Vaccination required, must be administered at least one (1) month prior to pet's departure date from origin country and valid for one (1) year).
- ✓ Written description of pet (name, breed, sex, age, color)
- ✓ Local Import License obtained from Indonesian Agricultural Dept (need one week to process).

Failure to adhere to the strict regulations concerning dutiable or restricted items will greatly delay clearance and increase charges considerably.

Dutiable / Restricted Items

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- Foodstuffs (beyond a reasonable amount)
- Large quantities of any type of product will slow clearance and result in high duty

Prohibited Items

- Explosives, weapons, firearms, and ammunition
- Narcotics and drugs of any kinds
- Alcohol
- Animal skins
- Pornographic or politically sensitive literature
- Any kind of motorized vehicle