

Serbia

Goods	Documents Required	Specific Regulations
Household Goods Removal (For Imports)	<ul style="list-style-type: none"> ➤ Passport Copy ➤ Airway bill / bill of lading / CMR ➤ Power of attorney ➤ A list of electrical appliances with make, type, and serial number identified for each item along with a corresponding valuation. ➤ A list of books including book title, author, date published, publisher, and place of publishing ➤ A list of paintings mentioning name of the painting, author, technique, year. And dimensions of piece. <p>Foreign Citizen without Diplomatic Status – Temporary Importation:</p> <ul style="list-style-type: none"> ➤ Residence / work permit issued by the Ministry of Police ➤ Confirmation from the Police (Uverenje) for temporary importation with validity of at least 6 months. ➤ Confirmation from APR (Agencija za privredne registre -Business register of Serbia) certifying that the importer does not have a company registered under his / her name in Serbia ➤ Detailed inventory list with quantities and values for all items. <p>Diplomat</p> <ul style="list-style-type: none"> ➤ Diplomatic Act of Protocol (issued by Ministry of Foreign Affairs) ➤ SNPDV form issued by the concerned embassy ➤ Reciprocate Confirmation issued by the concerned embassy <p>Citizen:</p> <ul style="list-style-type: none"> ➤ Original inventory list ➤ Copy of the client's ID card ➤ Original passport ➤ Original confirmation from Serbian Consulate at origin stating the client spent more than 2 years continuously working in that country; this confirmation should explicitly state the beginning and end date of stay in foreign country. ➤ Pro forma invoice (for customs purposes only, no commercial value) ➤ Detailed packing list with number of pieces of furniture and list of electrical appliances with make, type, and serial number along with a corresponding value for each item. This must be signed by the client. ➤ Detailed inventory lists with quantities and values for each and every item, filled and signed by the client under full liability. 	<p>Foreign Citizen without Diplomatic Status:</p> <ul style="list-style-type: none"> ➤ The procedure to obtain a residence / work permit takes approximately one month. ➤ Confirmation from the Police can be obtained by submitting the passport, visa, and residence permit. ➤ Only used household goods may be imported duty and tax free. ➤ Duties and taxes must be paid on any new items. ➤ The client's presence is necessary to apply for a residence permit. <p>Diplomat</p> <ul style="list-style-type: none"> ➤ If all paperwork is in order, the Diplomatic Act of Protocol usually takes 7 days. ➤ Shipment details (gross weight and number of pieces) must be the same on Act of Protocol and on transport documents (airway bill / bill of lading / CMR). <p>Citizen:</p> <ul style="list-style-type: none"> ➤ Returning Serbians do not pay customs duties and taxes for the goods of value up to EUR 5000.00 if abroad more than 2 years continuously. ➤ If the goods have been exported from Serbia previously, an export customs declaration will be required. An exports customs declaration may influence the customs office to consider granting exemption from paying customs duties and taxes in case the value of the shipment exceeds EUR 5000.00. <p>Important: Serbian customs regulations require that all temporarily imported shipments must be cleared via bonded warehouse.</p>
Motor Vehicles (For Imports)	<p>Foreign Citizen without Diplomatic Status (Temporary Importation):</p> <ul style="list-style-type: none"> ➤ Original registration card of the vehicle ➤ Engine and chassis number confirmation ➤ Original EUR 3 document 	<p>Foreign Citizen without Diplomatic Status (Temporary Importation):</p> <ul style="list-style-type: none"> ➤ The EUR 3 document is required for the temporary importation of vehicles. ➤ The EUR 3 is an engine certificate; it can be obtained from the producer of the car at place of origin or authorized dealer.

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Motor Vehicles (For Imports) -cont.	Diplomat: <ul style="list-style-type: none"> ➤ Diplomatic Act of Protocol issued by Ministry of Foreign Affairs ➤ Original registration card ➤ Engine and chassis number confirmation ➤ EUR 3 document or COC certificate Returning Citizen: <ul style="list-style-type: none"> ➤ Original registration card ➤ Engine and chassis number confirmation ➤ Original EUR 3 document 	<ul style="list-style-type: none"> ➤ Client must apply for an import permit from the Institute of Standardization by providing an original EUR 3 certificate, a copy of registration card of the vehicle, and a copy of the owner's ID card. ➤ Client should apply for import permit at least 2 weeks prior to shipping from origin. ➤ Per Serbian customs regulations, vehicles produced in the USA cannot be imported. Diplomat <ul style="list-style-type: none"> ➤ Diplomatic Act of Protocol procedure usually takes 7 days. ➤ EUR 3 document or COC certificate is required for the importation of vehicles. Citizen <ul style="list-style-type: none"> ➤ Returning Serbians must pay customs duties and taxes for vehicles. Customs duties and taxes <ul style="list-style-type: none"> - Amount of customs duties = (value of the vehicle, estimated by customs catalogue+ transport costs) x 20% - Amount of customs tax = (value of the goods + transport costs + customs duties) x 18% <ul style="list-style-type: none"> ➤ EUR 3 is required for the temporary importation of vehicles. ➤ EUR 3 is an engine certificate, which can be obtained from producer of the car at place of origin or authorized dealer indicating engine and chassis numbers of the vehicle. ➤ Client must apply for an import permit for the vehicle to the Institute of Standardization by providing the EUR 3, a copy of registration card of the vehicle and copy of the owner's ID card. ➤ Client should apply for the import permit at least 2 weeks before vehicle importation. ➤ Serbian customs regulations prohibit the importation of vehicles produced in the United States.
Antiques, Art Effects, Carpets, and Paintings (For Imports)	<ul style="list-style-type: none"> ➤ A list of paintings including name of the painting, author, technique, year and dimensions. 	<ul style="list-style-type: none"> ➤ All paintings must be officially estimated and certified by National Museum at place of importation.
Pets (For Imports)	<ul style="list-style-type: none"> ➤ Veterinary certificate issued from the country of origin ➤ Vaccination certificate ➤ Owner's passport ➤ Tattoo number or microchip number ➤ Permit from Ministry of Veterinary and Agriculture Ministry (SIV 2) before arrival of the pet – usually takes 30 days ➤ Permit for quarantine issued by Ministry of Veterinary and Agriculture 	<ul style="list-style-type: none"> ➤ Permit issuance from the Ministry of Veterinary and Agriculture Ministry usually takes 30 days. ➤ Both the veterinary and vaccination certificates can be no older than 3 months at the time of customs clearance.

Restricted / Dutiable items

Alcohol: The allowance limit for the import of wine and spirits for personal consumption is one liter.
Plants: Plants may be imported only if certificate from origin is obtained.

Consignment Instructions

Please consign the AWB / OBL / CMR to:

- Consignee
- Name of agent
- Agent address
- Telephone number
- Fax:
- Attn:

Notification to:

- Consignee
- Telephone number
- Full address

Recommended: Once the shipment is booked, please fax pre-alert to the agent office along with a copy of the airway bill / bill of lading / CMR, packing list, passport copy, and full contact details of the consignee.

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<p>Helpful Tips:</p> <ul style="list-style-type: none"> ➤ Mark the waybills very clearly "Used household goods and personal effects." ➤ Packing list should be in English or Serbian. ➤ Do not attach the inventory list used for the insurance purposes with the documents enclosed with the shipment. ➤ Pre-alert along with the copies of the waybill, packing list, customs valued inventories and shipping schedule should be sent well in advance. ➤ Please contact agent prior to shipping to confirm consignment instructions and customs regulations to avoid delays and penalties. <p>Note: Valued inventory lists are for customs purposes and therefore the value does not have to be the same as used for insurance purposes. However, it is strictly advised not to enclose the list used for insurance purposes along with the shipping documents.</p> <p>Important: Valued inventory list for items intended for temporary import should be descriptive, e.g. double bed set, wardrobe, dinning table with six chairs and etc. Home electrical and electronic appliances should be very clearly mentioned along with their serial numbers. It is also suggested to declare low values for items being temporarily imported.</p> <p>It is strongly recommended that all shipping documents be carefully prepared according to the instructions. This will help to avoid unnecessary delays and/or costly storage charges at destination.</p>		
<p>Prohibited Items</p> <ul style="list-style-type: none"> ➤ Food ➤ Medicines ➤ Pornography ➤ Alcohol ➤ Narcotics ➤ Radioactive material ➤ Tobacco ➤ Weapons 		

Goods	Documents Required	Specific Regulations
<p>Household Goods Removal (For Exports)</p>	<ul style="list-style-type: none"> ➤ Copy of passport ➤ Detailed inventory lists with marks, types, and serial numbers for electrical appliances. Corresponding values should be assigned to each of the goods ➤ Export permit or books, issued by National Library and Ministry of Culture ➤ Export permit for paintings, issued by National Bureau for protection of Monuments and Ministry of Culture ➤ Airway bill / bill of lading / CMR <p>Foreign Citizens without Diplomatic Status (Who Move From Serbia and Import Same Goods Temporarily):</p> <ul style="list-style-type: none"> ➤ Original import papers <ul style="list-style-type: none"> ▪ Customs declaration ▪ Stamped list of items described on customs declaration ▪ Original confirmation concerned customs office authorizing temporary import <p>Diplomat:</p> <ul style="list-style-type: none"> ➤ Diplomatic Export Act of Protocol issued by Ministry of Foreign Affairs Citizen ➤ Copy of ID card 	<p>Foreign Citizens without Diplomatic Status (Who Move From Serbia and Import Same Goods Temporarily):</p> <ul style="list-style-type: none"> ➤ All goods imported into Serbia temporarily must be exported in the same quantity, weight and value. <p>Diplomat:</p> <ul style="list-style-type: none"> ➤ Diplomatic Export Act of Protocol usually takes 7 days.