

Vietnam Customs Information	
Prohibited and Restricted Goods	<ul style="list-style-type: none"> ➤ Weapons, ammunition, radio transmitters, narcotics, drugs, pornographic / subversive materials, satellite dishes, publications mentioning/referring to Vietnam, automobiles and motorcycles (check with OMNI agent).
Visa Information	<ul style="list-style-type: none"> ➤ The Vietnamese Department of Immigration has reduced the maximum stay for Visa holders from 6 months to 3 months. These visas can now be extended only once, for 30 days. This rule applies to visa-waiver visitors as well. ➤ The decision 34/2008/ND-CP dated 25th March, 2008 defines that only expatriates with diplomas (university/master/doctor diploma) or recognized high skills are allowed to work in Vietnam. Expatriates employed in Vietnam of r3+ months are required to obtain a work permit. ➤ The work permit holder will be allowed to extend his/her stay in 6 months increments for the duration of their work permit and is eligible to obtain a residence card after 6 months in Vietnam. ➤ Further more, spouses and dependents of the work permit holder will need to show proof of relationship, such as marriage or birth certificates, in order to renew their visas or obtain residence cards. ➤ The validity of the residence card is dependent on the duration of the work permit and replaces the visa.
Customs Information	<ul style="list-style-type: none"> ➤ All shipments except diplomatic shipments are subject to inspection and import duty, even for temporary imports. Therefore, it is imperative that the export packing list is exact and precise. ➤ Should physical inspection be required, our OWN staff will open cartons for inspection and re-pack them. Do not list items as Packed by Owner or mis-declare items. ➤ All books, video games, video cassettes, audio cassettes, computer software, compact discs, and LPs will be inspected by the Ministry of Culture. ➤ All items should be packed separately noting the quantity of each "type" on the carton and packing list. Undesirable material, publications mentioning/referring to Vietnam will be confiscated. ➤ Cultural items guideline: <ul style="list-style-type: none"> ▪ If Cultural items are packed in less than 20 small boxes (30x30x50 cm) the check is made by Customs officials and is usually easy. ▪ If Cultural items are >20 small boxes, an official from the Ministry of Culture must be called and a cultural inspection fee paid (can be time consuming and costly). ➤ Laser color printers and color copiers will be inspected by the Department of Communication and a separate license will be issued for registration of installation. If you have laser color printers, please mark clearly its details on the packing list. ➤ Antiques: It is recommended that if antiques are shipped to Vietnam, to make sure that all items are clearly photographed and well documented. <ul style="list-style-type: none"> ▪ Antiques should be inspected and registered upon entry. ▪ If antiques are not register upon entry, it may be restricted from being exported at a later time. Please advise to us if there are any antiques on the shipment and send to us the details before packing: <ul style="list-style-type: none"> ✓ photograph, ✓ age of piece, ✓ material it is made of, ✓ origin ▪ To help facilitate cultural inspection mark the carton/pieces clearly and load closest to the container doors. All electronic items must have the brand name, model, and serial number detailed on the packing list. ➤ Automobiles importation, please contact your OMNI member for current information. Import duties/taxes are approx 170%. ➤ The shipper must have arrived in Vietnam at least one time prior to customs clearance to submit his/her original arrival/departure card as the clearance cannot be completed without this document (proving that the shipper has already arrived in Vietnam) ➤ Restricted items include: Weapons, ammunition, radio transmitters, narcotics, drugs, pornographic / subversive materials, satellite dishes, publications mentioning/referring to Vietnam, used motorbikes.
Shipper Declaration on Arrival / Departure Card: (when the shipper arrives in Vietnam)	<p>It is important that upon arrival in Vietnam, the shipper declare on the Vietnam arrival/departure card correctly in order for us to clear his/her shipment(s) smoothly. This will also help alleviate VND 5,000,000 in taxes/duties (approx. US\$300).</p> <ul style="list-style-type: none"> ➤ Declare the number of shipment(s) coming next to "Unaccompanied Baggage", i.e. if 1 sea shipment only, then state "1", if there is a sea and an air shipment, then state "2". ➤ Write "Y" when answering "Do you have temporarily imported and re-exported goods or vice versa?" <p>Upon exiting the airport, show this card to the customs official that x-rays the baggage and he will stamp the card to acknowledge that unaccompanied baggage will come later.</p> <p>Vietnamese Customs officers now require the air shipment to be sent <u>within one month</u> of the shipper's arrival in the country. At the bottom of this page there is an example of the customs form available for download.</p>

Vietnam Customs Information

**Import Procedures
 -None Diplomatic**

Shipper/consignee should be employed by a licensed company in Vietnam. We suggest that you hold the shipment at origin until this can be confirmed. If the shipper is not employed by a licensed company in Vietnam, please contact us immediately for an alternative solution.

Application for Customs Clearance – Your destination agent will complete the Vietnamese Customs Application on the shipper's behalf and arrange for customs inspection. The process should begin when the shipment arrives in Vietnam. In order for your destination agent to process the application with the customs house, the shipper must have the below documents in order signed and stamped/chopped (company seal) by their employer in Vietnam, in its original, and submitted to our office before the shipment arrives.*

Documents Required

- ✓ Inventory/packing list
- ✓ AWB/OBL (telex release is acceptable)
- ✓ Passport copy (identification pages only)*
- ✓ Entry Visa (valid 3+ months for HCMC, 6+ months for Hanoi)*
- ✓ Original Vietnam Arrival-Departure Card*
- ✓ Vietnam employer's company license copy (we can arrange to collect in Vietnam)
- ✓ Application Letter & Power of Attorney* (Your destination agent will provide)
- ✓ Work Permit

If you or the shipper cannot fulfill the above requirements, please contact our office immediately for an alternative solution.

Vehicle Document Requirements (additional to above).

- Used Cars (less than 5 years old):
 - ✓ Proof of Ownership
 - ✓ Details of vehicle, make, model etc.
 - ✓ Other documents can be prepared by your OMNI member and will require the customer to sign and stamp with company seal
- New Vehicles:
 - ✓ Purchase invoice from origin
 - ✓ Details of vehicle, make, model, etc.
 - ✓ Other documents can be prepared by your OMNI member and will require the customer to sign and stamp with company seal

Customs Clearance:

- Once the Customs Application has been accepted by Customs, we will proceed with the Customs Inspection.
- When inspection is complete the shipment will be released and available for delivery.
- It takes approximately, 1-3 working days to clear air shipments, 2-5 working days to clear FCL shipments and 3-5 days to clear LCL shipments through Customs. Please allow 3 weeks for vehicles.

Above estimates are based on complete documentation being available at the time of shipment arrival for normal Customs clearance. You should check with us prior to dispatching your shipment, most importantly air shipments as airport storage fees are high.

DUTIES: Customs and Cultural officers may inspect all shipments to access duties and screen cultural times. Below is a short list of dutiable items. The items that are subject to duty are mainly electrical appliances and furniture, subject to change.

- ✓ Duties on consumer electronics 40-60%;
- ✓ Alcohol 125-150%
- ✓ Furniture 10%;
- ✓ Bicycles 100%;
- ✓ Clothing duty free with reasonable quality in service of the trips purpose.
- ✓ Computer software, including floppy disks, music discs, tapes and all video tapes 40%;
- ✓ Videos, CD's are screened for contents. Cost approximately US\$ 0.50/each. All written material is screened for contents.
- ✓ Vehicles approx 170%

**Import Procedures
 - Diplomatic**

Import procedures for diplomatic moves are as follows:

Application for Customs Clearance :

Customs requires that an Application for Customs Clearance be processed for all diplomatic shipments. Normally the Embassy or Diplomatic Organization will complete the Application for Customs Clearance and pass the documents to your OMNI member for processing. Some embassies take 1-2 weeks to process these documents therefore it is important that you notify your OMNI member asap about the shipment's arrival.

Vietnam Customs Information

Import Procedures – Diplomatic (continuation)

- Documents Required:**
- ✓ Diplomatic ID Card
 - ✓ Inventory/packing list
 - ✓ AWB/OBL (original not required)
 - ✓ Passport copy (identification pages only)
 - ✓ Original Vietnam Arrival-Departure Card
 - ✓ Application Letter & Power of Attorney (Normally the Embassy/Consulate will provide their own)

- Additional Documents Required to Import Vehicle:**
- ✓ Original Duty Free Book
 - ✓ Original ID Card

- Customs Clearance:**
- Once the Embassy/Consulate has completed all import document formalities, we will arrange for a Customs Inspection.
 - Shipments of diplomatic status will not undergo physical Customs Inspection.
 - It takes approximately, 1-3 working days to clear an air shipment through Customs, 2-3 working days to clear a FCL sea shipment and 3-5 days to clear a small LCL shipment.

Above estimates are based on complete documentation being available at the time of shipment arrival for normal Customs clearance. You should check with us prior to dispatching your shipment, most importantly air shipments.

DUTIES: Diplomatic shipments are duty free and may import 1 car duty free.

Pets

- Each shipper is allowed to import 2 pets.
- Quarantine is not required.

Documents required are:

For pets traveling as excess baggage:

- ✓ Copy of owner's passport (traveling with Pet)
- ✓ Pet's vaccination record with proof of rabies vaccination
- ✓ Pet's origin health certificate/export permit
- ✓ Pet's destination health certificate/import permit (obtained by your OMNI member)

For Pets traveling as manifest cargo (additional to documents above):

- ✓ Shipper's Vietnam entry visa copy (must be valid 3+ months)
- ✓ Pet's flight details & air waybill number
- ✓ Power of attorney & application letter (provided by your OMNI member)
- ✓ Owner's original Arrival Customs Declaration Card

Pets should arrive on a weekday (M-F) before 3.30pm.
 If the pet arrives later, please contact Santa Fe immediately so that we can assist with special arrangements.

Consignment Instructions

Please consign shipments to Ho Chi Minh City to POE VICT Port or New Port or Cat Lai, APOE Ho Chi Minh City Airport. Shipments to Hanoi should be consigned to POE Hai Phong, APOE Hanoi Airport.

Shipper:	Consignee:	Notify Party:
Shipper's name as on passport	Shippers name as on Passport	Your OMNI Member
C/O Your Company Name	C/O Shipper's Vietnam Employer	Address details
Address	Company address	

[Download: Vietnamese Arrivals/Departure Card](#)

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