



# Import Customs Guide **CZECH REPUBLIC**

Information from ADA Europe

# Customs guide CZECH REPUBLIC



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**The global quality standard for international moving.**

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GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
<p><b>Used household goods and personal effects – NON-EU citizens</b></p>	<ul style="list-style-type: none"> <li>▪ Photocopy of passport (main page + all relevant pages with stamps and visas if applicable).</li> <li>▪ Proof of residence in origin country (minimum of 12 months prior to shipper establishing residence in the Czech Republic) Example: VISA, housing contract, confirmation from employer).</li> <li>▪ Proof of residence in the Czech Republic:                             <ul style="list-style-type: none"> <li>▪ copy of housing contract (rental period: minimum of 12 months),</li> <li>▪ copy of work permit,</li> <li>▪ copy employee card or residence permit or long-term visa (if already available).</li> </ul> </li> <li>▪ Power of attorney authorising the removal company to represent the shipper at the customs authorities – Original needed.</li> <li>▪ Company statement – confirmation from the employer about the working assignment in Czech Republic or work contract.</li> <li>▪ Application for Exemption from Customs Duty – this document is required in original and duly signed!</li> <li>▪ Inventory list.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Duty free.</li> <li>▪ Within 12 months from importation, goods may not be lent, given as security, rented out or sold without prior notification to the competent customs authorities.</li> </ul>	<ul style="list-style-type: none"> <li>▪ English will be accepted by customs for some documents (not only Czech), for example lease contract.</li> <li>▪ Household goods can be imported duty and tax free under the following conditions:                             <ul style="list-style-type: none"> <li>▪ The goods have been in shipper's ownership and used at shipper's former normal place of residence for at least six months prior to shipping.</li> <li>▪ The goods are intended to be used by shipper for the same purpose at his new normal place of residence.</li> <li>▪ Duty and tax relief may be granted only to persons whose normal place of residence has been outside the customs territory of the EU for a continuous period of at least 12 months prior to shipping.</li> <li>▪ Duty and tax relief shall be granted only for personal property and household goods entered to EU within 12 months from the date of establishment of a normal place of residence in EU.</li> </ul> </li> <li>▪ Application for exemption from customs duty and Authorization letter are required in original.</li> </ul>

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			<ul style="list-style-type: none"> <li>It is important to note that a Customs official may require additional documents. In case provided documents do comply with government regulations (ES) č. 1186/09 for duty free clearance, customs official may release the goods.</li> </ul>
<p><b>Used household goods and personal effects – EU and Czech citizens returning</b></p>	<ul style="list-style-type: none"> <li>Photocopy of passport (main pages + all relevant pages with stamps and visas if applicable).</li> <li>Proof of residence in origin country, showing stay outside of EU for at least 12 months before establishing residence in EU (for example: VISA, housing contract, confirmation from employer).</li> <li>Proof of residence in EU: <ul style="list-style-type: none"> <li>Copy of EU residence permit or EU ID card (Obcansky prukaz) or registration with Municipal house.</li> <li>Copy of housing contract (rental period: minimum 12 months) / purchase contract for the house.</li> </ul> </li> <li>Application for Exemption from Customs Duty- this document is required in original and duly signed!</li> <li>Company Statement – confirmation from the employer about the working contract.</li> <li>Power of Attorney authorising the removal company to represent the importer at the customs authorities – original needed.</li> <li>Inventory list.</li> </ul>	<ul style="list-style-type: none"> <li>Duty free.</li> <li>Within 12 months from importation, goods may not be lent, given as security, rented out or sold without prior notification to the competent customs authorities.</li> </ul>	<ul style="list-style-type: none"> <li>English will be accepted by customs for some documents (not only Czech), for example lease contract.</li> <li>Household goods can be imported duty and tax free under the following conditions: <ul style="list-style-type: none"> <li>The goods have been in shipper's ownership and used at shipper's former normal place of residence for at least six months prior to shipping.</li> <li>The goods are intended to be used for the same purpose at his new normal place of residence.</li> <li>Duty and tax relief may be granted only to persons whose normal place of residence has been outside the customs territory of the EU for a continuous period of at least 12 months prior to shipping.</li> <li>Duty and tax relief shall be granted only for personal property and household goods entered to EU within 12 months from the date of establishment of a normal place of residence in EU.</li> </ul> </li> <li>Application for exemption from customs duty and Authorization letter are required in original.</li> <li>It is important to note that a customs official may require additional documents. In case provided documents do comply with</li> </ul>

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			government regulations (ES) č. 1186/09 for duty free clearance, customs official may release the goods.
<b>Personal Effects - Diplomats removal</b>	<ul style="list-style-type: none"> <li>▪ Photocopy of passport.</li> <li>▪ Power of attorney authorising the removal company to represent the importer at the customs authorities – Original needed.</li> <li>▪ Inventory lists.</li> <li>▪ Statement from the Embassy confirming client's assignment in Czech Republic.</li> <li>▪ Import Declaration for diplomatic goods or Vehicles (form).</li> <li>▪ Diplomatic ID card issued by the Czech Ministry of Foreign Affairs.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Duty free.</li> <li>▪ Within 12 months from importation, goods may not be lent, given as security, rented out or sold without prior notification to the competent customs authorities.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Import Declaration for diplomatic goods (2 x form) and Power of Attorney are required in original.</li> <li>▪ Import of alcohol is allowed for diplomats – please contact your local embassy for more information about quotas.</li> <li>▪ It is important to note that a customs official may require additional documents. In case provided documents do comply with government regulations (ES) č. 1186/09 for duty free clearance, customs official may release the goods.</li> </ul>
<b>Automobiles and motorcycles</b>	<ul style="list-style-type: none"> <li>▪ A form stating: <ul style="list-style-type: none"> <li>▪ Official/factory name and type of vehicle</li> <li>▪ Manufacturing number (VIN number)</li> <li>▪ Vintage (year when the vehicle was manufactured)</li> <li>▪ Type of fuel</li> <li>▪ Weight of the car</li> </ul> </li> <li>▪ Invoice or other confirmation of car purchase (original &amp; legible copy) – will be returned on shipment delivery date.</li> <li>▪ Registration book of the car / Certificate of title (original copy) – will be returned on shipment delivery date.</li> <li>▪ All the same documents as for import of household goods and personal effects (see above).</li> </ul>	<ul style="list-style-type: none"> <li>▪ Duty free as far as all requirements as for household goods are fulfilled.</li> <li>▪ Within 12 months from importation vehicles may not be lent, given as security, rented out or sold without prior notification to the competent customs authorities.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Car can be imported duty and tax free as part of HHG move under the following conditions: <ul style="list-style-type: none"> <li>▪ The vehicle has been in shipper's possession and used at his/her former normal place of residence for at least six months prior to shipping.</li> <li>▪ Is intended to be used for the same purpose at his new normal place of residence.</li> <li>▪ Duty and tax relief may be granted only to persons whose normal place of residence has been outside the customs territory of the EU for a continuous period of at least 12 months.</li> <li>▪ Duty and tax relief shall be granted only for a car entered to EU within 12 months from the date of establishment of a normal place of residence in EU.</li> </ul> </li> </ul>

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			<ul style="list-style-type: none"> <li>▪ Vehicle can be sold after one year from the date of importation.</li> <li>▪ NOTE: It might be a problem to register vehicles older than 8 years. Exceptions are vehicles over 30 years old that can be registered and used as old-timers.</li> <li>▪ It is important to note that a customs official may require additional documents. In case provided documents do comply with government regulations (ES) č. 1186/09 for duty free clearance, customs official may release the goods.</li> </ul>
<b>Alcohol and cigarettes</b>	<ul style="list-style-type: none"> <li>▪ As for removal of household goods and personal effects.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Dutiable.</li> </ul>	<ul style="list-style-type: none"> <li>▪ There is no allowance for duty and tax-free import of alcohol or tobacco in unaccompanied shipments.</li> <li>▪ Import of alcohol is allowed for diplomats – please contact your local embassy for more information about quotas.</li> <li>▪ It is important to note that a customs official may require additional documents. In case provided documents do comply with government regulations (ES) č. 1186/09 for duty free clearance, customs official may release the goods.</li> </ul>
<b>Animals</b>	<ul style="list-style-type: none"> <li>▪ Veterinary import permission issued by the State Vet Office in Prague, Czech Republic.</li> <li>▪ Veterinary certificate issued by the State Vet Office in the country of the animal's origin.</li> <li>▪ International vaccination certificate.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Duty free.</li> </ul>	<ul style="list-style-type: none"> <li>▪ It is important to note that a customs official may require additional documents.</li> <li>▪ In case provided documents do comply with government regulations (ES) č. 1186/09 for duty free clearance, customs official may release the goods.</li> </ul>

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<p><b>Firearms</b></p>	<ul style="list-style-type: none"> <li>▪ Document / firearms accompanying certificate / issued by the Embassy of the Czech Republic from the country the customer lives in.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Duty free (as a part of shipment with used household goods).</li> </ul>	<ul style="list-style-type: none"> <li>▪ It is allowed temporarily to import, export or carry on the territory of the Czech Republic or transit across the territory of the Czech Republic weapons of the Categories A, B or C or ammunition for such weapons solely subject to a license. <ul style="list-style-type: none"> <li>▪ The license is issued in the form of a firearms accompanying certificate.</li> <li>▪ A firearm accompanying certificate good for transit of weapons or ammunition may be issued upon request from natural persons and legal entities by embassies of the Czech Republic.</li> <li>▪ In respect of natural persons and legal entities visiting the Czech Republic for the purpose of hunting or participation in marksmanship contests that hold a European gun license, also by the police units at frontier crossings.</li> </ul> </li> <li>▪ A firearm accompanying certificate needs not be submitted in respect of weapons of the Categories B and C and ammunition for such weapons, if their holders come from a Member State of the EU, and if they are holders of a European gun license issued in respect of such transferred weapon and if they can declare the purpose of their travels.</li> <li>▪ Travelers from a third country who travel to a Member State of the EU, during controls at the external frontier of the EU must submit a license issued by the appropriate authorities of each relevant Member State to whose territory or across whose territory they intend to travel carrying such weapon or ammunition.</li> </ul>

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