

Customs Clearance Procedure

HOUSEHOLD GOODS SHIPMENTS

P.M.Relocations

India

Eligibility to avail Transfer of residence (TR) benefits – Non Resident Indians and Indian Passport Holder

- § Shipper should have stayed abroad for a minimum period of TWO years.
- § Short visits into INDIA should not exceed 180 day's (06 months) in total in the preceding two years.
- § Shipper or any member of family should not have availed of TR benefit in the last THREE years as this facility can be availed by only ONE member of the family & once in THREE years.

Eligibility to avail Transfer of residence (TR) benefits – For Expatriates

- § Shipper should have minimum ONE year valid VISA to work in INDIA.
- § Should register themselves with The Commissioner of police (FRRO) & obtain Residence Permit (RP) after necessary health check up.

- ✓ ***Any Shipper / shipment not meeting the above criteria cannot clear the goods under TR. The same can be cleared under Unaccompanied Baggage (UB) at higher rate of duty.***
- ✓ ***Any Sum in excess of INR 500,000.00 (maximum allowance) attracts higher rate of Duty i.e. 35.7%***

Documents required

- § **Valid Passport.**
- § **Residence permit (RP) for Expat shipments**
- § **Person of Indian Origin card (PIO) for Indian holding foreign passport**
- § **Original Airway Bill (AWB) / Bill of Lading (B/L) or Express release.**
- § **Packing list**
- § **List of articles with values & date of purchase.**
- § **Diplomatic shipments should obtain Duty free exemption certificate issued by Diplomatic Mission in INDIA**

List of dutiable items

§ The following 6 items which are allowed free of duty under Transfer of Residence subject to certain conditions.

1. Video Cassette Recorder/Video Cassette Player/Video Television Receiver/Video Cassette Disk Player.
2. Washing Machine.
3. Electrical or Liquefied Petroleum Gas Cooking Range.
4. Personal Computer (Desktop Computer).
5. Notebook Computer (Laptop Computer).
6. Domestic Refrigerators of capacity up to 300 liters or its equivalent.

§ Articles not allowed duty free under Transfer of Residence, but at a concessional rate of duty of 15.3%

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1. Colour Television / Monochrome Television.
 2. Digital Video Disc Player
 3. Video Home Theatre System.
 4. Dish Washer.
 5. Music System.
 6. Air-Conditioner.
 7. Domestic refrigerators of capacity above 300 litres or its equivalent.
 8. Deep Freezer.
 9. Microwave Oven.
 10. Video camera or the combination of any such video camera with one or more of the following goods, namely: -
 - (a) Television Receiver;
 - (b) Sound recording or reproducing apparatus;
 - (c) Video reproducing apparatus.
 11. Word Processing Machine.
 11. Fax Machine.
 13. Portable Photocopying Machine.
 14. Vessel.
 15. Aircraft.
 16. Cinematographic films of 35 mm and above.
 17. Gold or Silver, in any form, other than ornaments.
- § That the combined value of these items must not exceed Rs. 500,000.00 (approx. US\$ 10870.00 at 2005 exchange rates).
- § There must only be one of each such item in the shipment.

Rate of DUTY - TR

- § 15.3% of the assessed / depreciated value on items selected / listed by the Customs (mainly electronic items).
- § 35.7% of the assessed / market value of the items incase of duplicate or repeat items. For e.g. Shipment carrying TWO Televisions; First TV would attract Duty of 15.3% of the assessed value & the Second would attract 35.7%

Rate of Duty - UB

- § 35.7 % of the assessed value on the entire shipment barring few items like used Books, clothes & shoes.

✓ ***In both cases Shipper's presence is required at Customs***

Preparation before the shipment arrival

- § Pre alert is requested upon booking / dispatching of the packed effects. With contact details of the customer
- § Our Representative will touch base with the customer; Introduce himself, apprise the status of shipment.
- § Explain the Customs clearance procedure & modalities.
- § Collect all required documents, information like passport copy, Packing list, AWB, B/L value of the goods etc.
- § Coordination with the respective Airline or Shipping line & check correctness of the documents received to avoid delay during clearance in case of any shortfall

Customs clearance process in India

§ **STEP -1**

- § Upon arrival of shipment our representative takes the owner of the goods to the Customs (Air Cargo office, port or Inland container depot – ICD).
- § Collects the baggage clearance forms, fills in the required details on behalf of the customer like address, passport, description /value of goods, year of purchase, short visits etc. & takes signature.
- § The same is handed over to the Customs Superintendent along with the original passport who in turn allocates a Customs Inspector to conduct open examination of the packed effects.
- § Post examination, Inspection report is prepared & the value furnished are assessed depending upon the condition of the goods (mainly for dutiable items) & arrive at Duty (if any) to be paid to the Customs.

Customs clearance process in India

§ STEP – 2

- § These documents & the valuation is sent to The Deputy Commissioner (DC) of Customs for approval.
- § Upon getting an approval form DC, Duty challan (set of three sheets) is prepared by the customs officials for payment of Duty at any of the Nationalized Banks authorized to collect these payments on behalf of Customs (most of the approved banks have their counters nearer to the Customs premises).
- § The Bank acknowledged Duty challan is handed over to the officials who in turn endorses customers Original passport with “**TR stamp**” for having availed of this allowance.
- § The shipment is allowed to be cleared after paying local THC to the concerned agency who issues “**Passed out**” order to take the shipment out of the Customs warehouse for final delivery to Customer.

Delivery of Goods

- § The Shipment is collected, loaded & sent to customers residence using surface transport for delivery accompanied by our crew. In case of Sea shipment, containers are not allowed out of the customs premises.
 - § Unloading, unpacking & removal of debris.
 - § Customers signature & comments on Job Completion Report (JCR)
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- ✓ ***Owner must be present at the time of open examination & assessment.***
 - ✓ ***The above furnished customs procedure is uniform in every city in INDIA.***

Thank you