

Goods	Documents required	Customs Prescriptions	Remarks
<u>October 2015: NEW REGULATION ON FOREIGNERS WORKING IN VIETNAM</u>			
<p>Work permits are required to import personal effects shipments with the exception of air shipments that are less than 300kgs gross.</p>			
<p>Foreigners working in Vietnam are required to obtain work permits regardless the duration of their employment. Entry visas are required to enter Vietnam and can be obtained for 1 or 3 months, single or multiple entries.</p>			
Household goods and personal effects	<p>Origin agent must provide:</p> <ul style="list-style-type: none"> <input type="checkbox"/> AWB/OBL (telex release is acceptable) <input type="checkbox"/> A legible inventory/packing list (in English). <p>Shipper must be employed by a licensed company/organization in Vietnam, required documents are:</p> <ul style="list-style-type: none"> • Passport copy (identification page) and entry stamp* • Entry Visa (valid 3+ months) or Temporary Residence Card copy* • Work Permit * • Copy of employer's business license in Vietnam (your agent can arrange to collect in Vietnam) • Original Vietnam Arrival-Departure Card and copies** • Application Letter & Power of Attorney (your agent will provide)** 	<p>All shipments, except diplomatic, are subject to physical inspection and to import duty, even for temporarily imports. Duty is calculated based on the tariff provided by the Ministry of Finance.</p> <p>Shippers are allowed to import 01 sea and 01 air shipment. Exceptions can be made on a case by case basis. Air shipments MUST arrive within 30 days of the shipper's arrival to Vietnam.</p> <p>Arrival – Departure Declaration: the shipper MUST complete this when they arrive at the Vietnam airport and have it signed and stamped by customs. One card required per shipment. Shipper should declare either 1 sea or 1 air shipment on each card as relevant.</p> <p>Write “Y” when answering “Any unaccompanied baggage”.</p> <p>This is strictly required for customs clearance and will also help alleviate VND 5,000,000 in taxes/duties (approx. US\$ 250).</p>	<p>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.</p> <p>In Ho Chi Minh, it takes approximately, 1-3 working days to clear air shipments, 2-3 working days to clear FCL shipments and 3-5 days to clear LCL shipments through Customs. Please allow 3 weeks or longer for vehicles.</p> <p>In Hanoi, it takes approximately 1-3 working days to clear air shipments; 7-14 working days to clear FCL and LCL shipments.</p> <p>Above estimates are based on completed documentation being available at the time of shipment arrival for normal Customs clearance.</p> <p>Shipper must specify on the arrival form under the unaccompanied luggage section that there will be an unaccompanied sea, an air, or both shipments coming after the shipper's arrival to Vietnam.</p>

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	<p>3 copies of each document required for each shipment. If there are multiple shipments, a separate set of documents (of 3) are required.</p> <p>Ho Chi Minh: Certified true copies required, this can be obtained by bringing the original document to the People's Committee Office of Ho Chi Minh City.</p> <p>Documents must be signed and stamped/chopped (company seal) by the shipper's registered local employer in Vietnam.</p> <p>Hanoi: Customs requires labor contract copy in addition to above documents.</p> <p>All documents must be signed and stamped/chopped (company seal) by the shipper's registered local employer in Vietnam. <u>Certified true copies are not required.</u></p> <p><u>Air shipments must arrive within 30 days of the shipper's arrival.</u></p>		
Returning Nationals	Please contact your destination agent for current requirements.		Depending on the situation, the document requirements may differ.
Duties	<p>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.</p> <ul style="list-style-type: none"> • Duties on consumer electronics 40-60%; • Alcohol 125-150% • Furniture 10%; • Bicycles 100%; • Clothes & personal belongings duty free with reasonable quantity in service of the trip's purpose • Computer software, including floppy disks, music discs, tapes and all video tapes 40%; Videos, CD's are screened for contents. Cost approximately US\$ 2.00/each. All written material is screened for contents. • Vehicles approx. 170% and upwards 		

<p>Books, CD's, audiotapes, computer disks</p>		<p>Books, CD's, audiotapes, computer disks have to be inspected by the Ministry of Culture prior to release (allow 01 week for clearance).</p> <p>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.</p>	<p>Cultural items guideline</p> <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).
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Laser Color printers and color copiers		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.	Up to 01 color/laser printer can be imported without a license. Subsequent printers will require a special license. If you have laser color printers, please mark clearly its details on the packing list.
Electrical items		Each family is allowed to bring in one set of each electrical item.	All electronic items must have the brand name, model, and serial number detailed on the packing list.
Food		Canned food is limited to the members of the client's family.	Please get the advice from your agent before send out the food.
Diplomatic removals	<ul style="list-style-type: none"> • 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 • (Embassy/Consulate will provide their own) <p>Additional Documents Required to Import Vehicle</p> <ul style="list-style-type: none"> • Original Duty Free Book • <input type="checkbox"/> Original ID Card 	<p>DUTIES: Diplomatic shipments are duty free and may import 1 car duty free..</p> <p>Quantity of liquor that may be imported duty free varies depending on the degree of diplomatic status.</p>	<p>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 us for processing; some embassies take 1-2 weeks to process these documents therefore it is important that you notify your agent as early as possible about the shipment's arrival.</p> <p>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)</p> <p>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.</p>

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			<p>Above estimates are based on completed documentation being available at the time of shipment arrival for normal Customs clearance.</p> <p>You should check with your agent prior to dispatching your shipment, most importantly air shipments.</p>
<p>Vehicles</p>	<p>Used cars (less than 5 years old):</p> <ul style="list-style-type: none"> • Proof of Ownership. • Details of vehicle, make, model etc. • History of Vehicle. • Other documents will be prepared by your agent and will require the customer to sign and stamp with company seal. <p>New vehicles:</p> <ul style="list-style-type: none"> • Cannot be imported for personal use. 	<p>Diplomats may import a new, or less than 5 Years' old plus 80% new, car duty free based on allocated import quota.</p> <p>Import duties/taxes are approx. 170% of the value determined by the customs valuation book.</p> <p>Vehicle must arrive within 30 days of shipper's arrival. All documents related to the vehicle must be in the name of the shipper.</p>	<p>Please contact your destination agent for current information.</p> <p>For clearance, allow 10 to 15 working days or longer.</p> <p>Customs clearance process for the Vehicles only be finished after the Ministry of Transport – Vietnam Register issue the Certificate of conformity from inspection of quality technical safety and environmental protection for imported motor vehicle.</p> <p>For Hanoi NON diplomats and Vietnamese citizens CANNOT import vehicles for personal use even if they agree to pay duties and taxes.</p>
<p>Antiques</p>	<p>Information required:</p> <ul style="list-style-type: none"> • name • age of piece • material it is made of • origin • photograph • dimensions 	<p>Items will be inspected and registered upon entry (take an additional 2-3 days).</p>	<p>It is recommended that if antiques are shipped to Vietnam, to make sure that all items are clearly photographed and well documented. 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 your destination agent if there are any antiques on the shipment and send to them the details before packing.</p> <p>Details should be clearly noted on packing list and carton. Send photograph and documented</p>

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			<p>item (name, age, material, origin.)</p> <p>To help facilitate cultural inspection mark the carton/pieces clearly and load closest to the container doors.</p>
<p>Alcoholic Beverages and Tobacco</p>	<ul style="list-style-type: none"> • Inventory with exact number, size of bottles and strength of liquor. • AWB or B/L with consignee mentioned in name & address of shipper's company in Vietnam. • Letter applying for the importation with shipper's company/organisation stamp. • Letter of authorisation to the Movers. 	<p>Import tax is from 125% to 150%.</p> <p>Liquor: the following amounts are duty free: liquor of 22% proof or higher (1.5 litres), liquor of under 22% proof (2 litres), alcoholic drinks, beer (3 litres).</p> <p>Tobacco: the following amounts duty free: rolled cigarettes (400 cigarettes), cigars (100 cigars, shredded tobacco (5 grams).</p>	<p>For clearance, allow 3 days for air-shipments, 10 days for sea-shipments.</p>
<p>Domestic pets</p>	<p>For pets traveling as excess baggage:</p> <ul style="list-style-type: none"> • 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 <p>For pets traveling as manifest cargo (additional to documents above):</p> <ul style="list-style-type: none"> • Shipper's Vietnam entry visa copy (must be valid 3+ months) • Pet's flight details & air waybill number • Power of attorney & application letter • Owner's original Arrival Customs • Declaration Card 	<p>Each shipper is allowed to import 2 pets. Quarantine is not required.</p>	<p>Pets should arrive on a weekday (M-F) before 3:30pm. If the pet arrives later, please contact your agent immediately so that they can assist with special arrangements.</p>

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Restricted Items		Weapons, ammunition, radio transmitters, narcotics, drugs, pornographic/subversive materials, satellite dishes, publications motioning/referring to Vietnam, used motorbikes.	

