



Export Customs Guide **GUATEMALA**

Information from FIDI Latin America

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GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
Removal Goods – HHG/PE	<ul style="list-style-type: none">▪ Clear copy of customer's passport - all pages▪ Copy of RTU - (Tax ID Card)<ul style="list-style-type: none">▪ This information is referential; we recommend verifying requirements with the SAT office.▪ Must be less than 3 months updated, if not, it will be refused by customs authorities.▪ Must include the fiscal address the customer used to register the NIT number at SAT (Custom Office).▪ The NIT/RTU is a personal identification number; It is a requirement that applies to Guatemala citizens and foreign nationals – diplomat or private.▪ Every shipper must obtain it from the Agency of the Tax Administration (SAT).	<ul style="list-style-type: none">▪ For Air shipment the passport must be notarized by a lawyer.	<ul style="list-style-type: none">▪ All shipments are subject to custom inspection.
Vehicles - Diplomatic	<ul style="list-style-type: none">▪ Legible and complete passport photocopy▪ Copy of RTU - (Tax ID Card)<ul style="list-style-type: none">▪ Must be less than 3 months updated, if not, it will be refused by customs authorities.▪ Must include the fiscal address the customer used to register the NIT number at SAT (Custom Office).▪ Legible photocopy of property title of the car.▪ Photocopy of import policy (if applicable)	<ul style="list-style-type: none">▪ All photocopy documents must be notarized by a lawyer (if you will be shipped by Puerto Quetzal Port) or AUTHENTICATED by your Embassy (if cargo will be shipped by Santo Tomas or Puerto Barrios Port).	<ul style="list-style-type: none">▪ The vehicle must have canceled the circulation tax (sticker) of current year▪ The vehicle must have at most 1/8 tank of gasoline filled and must be shipped with the battery disconnected; otherwise the shipping company will refuse to load it▪ All shipments are subject to custom inspection.▪ Agent cannot declare household goods + auto on the same OBL, even if both are loaded in the same container. Each one has

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	<ul style="list-style-type: none"> ▪ Legible photocopy of circulation card of the car. ▪ Original documents of the return of plates to the Ministry of Foreign Affairs. ▪ Photocopy of the form "Notice of Return of Vehicle Circulation Plates" (signed and stamped received by SAT). ▪ Original solvency of EMETRA Fines and penalties (current to the date of the delivery of the car). ▪ Original Solvency of the PNC (current as of the delivery date of the car). 		to present a different OBL.
Vehicles - Private	<ul style="list-style-type: none"> ▪ Legible and complete passport photocopy ▪ Copy of RTU - (Tax ID Card): <ul style="list-style-type: none"> ▪ Must be less than 3 months updated, if not, it will be refused by customs authorities. ▪ Must include the fiscal address the customer used to register the NIT number at SAT (Custom Office). ▪ Photocopy of import policy (if applicable). ▪ Legible photocopy of property title of the car. ▪ Legible photocopy of circulation card of the car. ▪ Photocopy of the form "Notice of Return of Vehicle Circulation Plates" signed and stamped received by SAT. ▪ Original solvency of EMETRA Fines and penalties (current to the date of the delivery of the car). ▪ Original Solvency of the PNC (current as of the delivery date of the car). 	<ul style="list-style-type: none"> ▪ All photocopy documents must be notarized by a lawyer. 	<ul style="list-style-type: none"> ▪ The vehicle must have canceled the circulation tax (sticker) of the current year ▪ The vehicle must have at most 1/8 tank of gasoline filled and must be shipped with the battery disconnected; otherwise the shipping company will refuse to load it ▪ All shipments are subject to custom inspection. ▪ Agent cannot declare household goods + auto on the same OBL, even if both are loaded in the same container. Each one has to present a different OB. ▪ 1 vehicle per client.

GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
Prohibited items		<ul style="list-style-type: none"> For sea and air shipments: <ul style="list-style-type: none"> Narcotics Drugs Pornographic material Arms Seeds Food Alcohol Wine 	<ul style="list-style-type: none"> Corrosives, lithium batteries, hover boards Lithium batteries should be removed from the device in case of laptops, tables - we recommend to the client to take these articles with them.
Restricted items – for Air Shipments		<ul style="list-style-type: none"> Pictures, paintings of any kind, religious images, religious pictures: <ul style="list-style-type: none"> It applies if the shipment includes work of art, paintings, sculptures, religious images and others articles related with Art. It is requested during custom clearance with an extra cost of US\$300.00. The process can take 03 weeks, it has to be done before packing of the work of art is made. Wooden ornaments of any size and framed photographs 	



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