



Import Customs Guide **SERBIA**

Information from ADA Europe

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GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
<p>Diplomatic Removals</p>	<ul style="list-style-type: none"> ▪ Copy of passport (page with photo and personal data). ▪ Packing list (on English or Serbian). ▪ List of books (title and author's name) in word or excel file. ▪ List of paintings (title, author's name and technique used) in word or excel file. ▪ Diplomatic protocol from the embassy/organisation (number of items and gross weight must be same as on travel documents). ▪ LNPDV certificate from the embassy/organisation. ▪ Power of attorney for import customs clearance (on name of destination agent's custom agent) from the embassy/organization (letterhead, stamped and signed). ▪ Cost of transport to Serbia. 	<ul style="list-style-type: none"> ▪ Import is duty/tax free. ▪ Food and alcohol are duty/tax free (small amount). 	<ul style="list-style-type: none"> ▪ Diplomatic removals apply for clients employed in embassy or other diplomatic organisations (such as UN, US AID projects, OSCE).
<p>Temporary Import</p>	<ul style="list-style-type: none"> ▪ Copy of passport. ▪ Packing list (on English or Serbian). ▪ Detailed list of goods with quantity of each type of items (to be prepared as per destination agent's instructions). ▪ List of books (name and author, typed in word or excel) to be prepared as per destination agent's instructions. ▪ List of paintings (name, author and technique used, typed in word or excel) to be prepared as per destination agent's instructions. With this we need to arrange paintings value expertise 	<ul style="list-style-type: none"> ▪ Import is tax-free. ▪ Food, alcohol and all consumables are not allowed to be imported on temporary basis. 	<ul style="list-style-type: none"> ▪ Apply for foreign citizens with a temporary working contract in Serbia. ▪ Shipment will be unloaded from the transport unit into the customs warehouse. Import procedure usually takes approx. 5 working days. ▪ All shipment imported on temporary base must be extended at the time of the client visa extension. This used to be every year or up to when temporary residence is granted from police. ▪ Client is obliged to close the temporary import

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	<p>(same apply for any other cultural items or instruments like violine, piano, pianino...).</p> <ul style="list-style-type: none"> ▪ List of electrical items (with brand, model and serial number, typed in word or excel) to be prepared as per destination agent's instructions. ▪ Certificate from police station for foreigners (document called "uverenje") indicating that the client is allowed for import of household goods: <ul style="list-style-type: none"> ▪ Will be obtained based on business visa/temporary residence. ▪ To obtain the certificate, the temporary resident visa must be valid for more than 3 months. ▪ Power of attorney for import customs clearance on name of custom agent from clients' company (on company letterhead, signed and stamped). ▪ Cost of transport (from origin to destination in Serbia). 		<p>by exporting the same goods he imported when he leaves the country.</p>
<p>Returning Serbian Citizens</p>	<ul style="list-style-type: none"> ▪ Copy of passport. ▪ Copy of personal ID card (with the address in the city where delivery should take place). ▪ Packing list (in English or Serbian). ▪ Detailed list of goods with quantity & value of each type of items (to be prepared as per destination agent's instructions). ▪ Total number of books in the shipment. ▪ List of paintings (title, author's name and technique used) in word or excel file (to be prepared as per destination agent's instructions). ▪ Photos of each painting. ▪ Paintings value expertise (if there are paintings in the shipment). Also apply for any other cultural item or instruments like violine, piano, pianino...for which we also need details and photos) 	<ul style="list-style-type: none"> ▪ If the client worked abroad for more than 2 years (and if he can prove it with a certificate from the Serbian embassy): <ul style="list-style-type: none"> ▪ Import is tax free for up to 10000 EUR of value of the goods). ▪ The destination agent will need the original passport on day of import and the client must show the last stamp of entrance in Serbia – not older than 1 year. ▪ If client didn't work abroad for more than 2 years (or he cannot prove it with certificate from Serbian embassy): <ul style="list-style-type: none"> ▪ Import will be taxable. ▪ Taxes and duties are calculated based on the value of the shipment + cost of transport. 	<ul style="list-style-type: none"> ▪ Shipment will be unloaded in custom warehouse for import customs clearance (except if client worked for Serbian Ministry of Foreign Affairs abroad). ▪ Import procedure usually takes approx. 5 working days.

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	<ul style="list-style-type: none"> ▪ List of electrical items (type, brand, model and serial number) in word or excel file (to be prepared as per destination agent's instructions). ▪ Power of attorney for import customs clearance on name of the destination agent's custom agent (client should sign this document). ▪ Cost of transport (from origin to destination in Serbia). ▪ Certificate from Serbian embassy (at country of origin) proving that the client worked abroad for more than 2 years. 	<ul style="list-style-type: none"> ▪ Contact your local agent for more information before completing the documents. ▪ Food products, alcohol and consumables are not allowed. 	
Firearms	<ul style="list-style-type: none"> ▪ Permits for import: <ul style="list-style-type: none"> ▪ One from the Ministry of Internal Affairs. ▪ One from the Police. 	<ul style="list-style-type: none"> ▪ Do not start taking documents for import before checking up with your destination agent, always check much before actual move 	<ul style="list-style-type: none"> ▪ For temporary import, the client must be in the country for more than 1 year before he can ask for import documents. ▪ Very difficult import procedure. ▪ Import licenses are valid for very short periods.
Plants	<ul style="list-style-type: none"> ▪ 2 phytosanitary exams are necessary: <ul style="list-style-type: none"> ▪ One at Serbian border. ▪ One at destination city of residence. 	<ul style="list-style-type: none"> ▪ Subject to examination. 	<ul style="list-style-type: none"> ▪ Always check the procedure with the destination agent. ▪ Not all custom offices have the phytosanitary equipment. This may cause delay in transport and delivery.
Motor Vehicles – Diplomatic	<ul style="list-style-type: none"> ▪ Copy of passport (page with photo and personal data). ▪ Diplomatic protocol from the embassy/organisation (all data of the vehicle must be the same as on travel documents). ▪ LNPDV certificate from the embassy/organisation. ▪ Power of attorney for import customs clearance (on name of the destination agent's custom agent) from the embassy/organization (letterhead, stamped and signed). ▪ Registration card. ▪ Cost of transport to Serbia 	<ul style="list-style-type: none"> ▪ Import is tax-free. ▪ Diplomats are allowed to import one car only. ▪ If car is not for ambassador himself (or member of his family) there will be additional cost of 0.1 EUR per kg 	<ul style="list-style-type: none"> ▪ Apply for clients employed in embassy or other diplomatic organisations (such as UN, US AID projects, OSCE ...). ▪ Note that the following information will be needed: type, model, chassis serial number, engine serial number, number of doors and seats, colour, weight, engine volume (ccm), power of engine (KW), maximum allowed weight of car. ▪ If the truck with the vehicle arrives at customs point until 11.00 am on working day, import procedure takes from 1 to 8 hours.

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Motor Vehicles – Temporary Import	<ul style="list-style-type: none"> ▪ Copy of passport. ▪ Certificate from the police station that the client is allowed for import of vehicle: <ul style="list-style-type: none"> ▪ Will be obtained on base of business visa/temporary residence. ▪ To obtain the certificate, the temporary resident visa must be valid for more than 3 months. ▪ Power of attorney for import customs clearance (on name of the destination agent's custom agent) from clients' company (on company letterhead, signed and stamped). ▪ Cost of transport (from origin to destination in Serbia). ▪ Registration card. ▪ Certificate indicating that the car engine is at least EUR III standard (delivered by Serbian standardization institute). This is necessary to register the car after import is finished. ▪ Certificate (COC Certificate) issued by manufacturer or car dealer confirming that car engine is minimum EUR III standard. ▪ Import Certificate issued by Serbian Traffic Safety Agency. <ul style="list-style-type: none"> ▪ Consignee must personally apply and obtain Import Certificate prior to dispatching the shipment from origin country as STSA may decline the application. 	<ul style="list-style-type: none"> ▪ Import is tax free but on temporary base. 	<ul style="list-style-type: none"> ▪ Apply for foreign citizens temporary working in Serbia. ▪ Please note that the following information is required: type, model, chassis serial number, engine serial number, number of doors and seats, colour, weight, engine volume (ccm), power of engine (KW), maximum allowed weight of car. ▪ Car will be unloaded in customs warehouse. Import procedure takes approx.5 working days. ▪ Temporary import must be closed (when client finally leaves Serbia), car must be exported from Serbia or client must pay taxes and duties in Serbia.
Motor vehicles - Returning Serbian Citizens	<ul style="list-style-type: none"> ▪ Copy of passport. ▪ Copy of personal ID card (with the address where delivery should take place). ▪ Registration card. ▪ Invoice of the car. ▪ Certificate indicating that car engine is at least EUR III standard (delivered by Serbian standardization institute) – this is necessary to register the car after import is finished. ▪ Cost of transport (from origin to destination in Serbia) 	<ul style="list-style-type: none"> ▪ Taxable import. Client will have to pay taxes and duties on value of the car and cost of transport. ▪ Please note that we need next data for car: type, model, chassis serial number, engine serial number, number of doors and seats, colour, weight, engine volume (ccm), power of engine (KW), maximum allowed weight of car. 	<ul style="list-style-type: none"> ▪ Import customs clearance usually takes 5 working days. ▪ Please note that customs have their own price book of all car models in the world. The value from that specific book will be applied in case that the invoice shows a lower price.

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	<ul style="list-style-type: none"> ▪ Power of attorney for import customs clearance (on name of the destination agent's custom agent. Client to sign this document. ▪ Certificate (COC Certificate) issued by manufacturer or car dealer confirming that car engine is minimum EUR 3 standard. ▪ Import Certificate issued by Serbian Traffic Safety Agency. <ul style="list-style-type: none"> ▪ Consignee must personally apply and obtain Import Certificate prior to dispatching the shipment from origin country as STSA may decline the application. 		



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