

Swiss Moving Service AG

Wiesenstrasse 39, CH-8952 Schlieren Zurich / Switzerland
phone: +41 44 466 9000 - fax: +41 44 461 9010
info@swiss-moving-service.ch - www.swiss-moving-service.ch

INSTRUCTION LEAFLET

REGARDING CUSTOMS FORMALITIES FOR HOUSEHOLD REMOVALS AND PERSONAL EFFECTS INTO SWITZERLAND

All articles must be used at least 6/six month prior Importer's departure from foreign country to Switzerland. The importation of used household goods and personal effects into Switzerland is usually duty- and tax-free. The following documents are required for the Customs formalities:

For Swiss and EU Citizens

1. Declaration/Application for clearance of removal goods (Form 18.44)
2. Supplemental declaration for alcoholic products
3. Detailed inventory list
4. Photo static copies of importer's passport
5. Registration from Swiss Town Hall in which Swiss citizen is going to be living
6. Copy of lease contract for apartment or house **or**:
7. Excerpt of Land Registry Office, in case Swiss citizen owns his own house
8. Certificate of Title for motor vehicles

For all other Foreign Citizens

1. Declaration/Application for clearance of removal goods (Form 18.44)
2. Supplemental declaration for alcoholic products
3. Detailed inventory list
4. Residence Permit / Working Permit
5. Photo static copies of importer's passport
6. Confirmation of Registration from Swiss Town Hall in which foreign citizen is going to be living
7. Copy of lease contract for apartment or house **or**:
8. Excerpt of Land Registry Office, in case foreign citizen owns his own house
9. Certificate of Title for motor vehicle

The following items/quantities are admitted duty and tax-free, provided they are destined for one's own requirements:

- used motor cars and/or used motor boats (at least used for 6 months outside Switzerland)
- maximum 12 liters of hard liquor over 25 % vol.
- maximum 200 liters of red / white wine, champagne and beer
- Hunting rifles

All documents must be available at the time of the customs formalities in Switzerland. Should some documents be missing (e.g. lack of a final residence in Switzerland), customs formalities can only be arranged on a temporary clearance. In these circumstances, Swiss Customs will levy an appropriate fee or ask for a deposit which is laid down according to the volume of the removal.

Besides, exclusively the relevant regulations of article 14 of the decree to the customs law are in force.

For detailed questions or information, please do not hesitate to contact the competent team of Swiss Moving Service AG.