



# CHINA

## *Customs hints on importing shipments of household goods*

### 1) VISA :

When you are being transferred to China, you must enter into China with a valid visa (i.e. "Z-type" visa, not tourist status). You can apply for this visa from the Chinese Embassy in your country of origin.

### 2) HEALTH CERTIFICATE :

Once you are in China, you will have to apply for the Health Certificate at the government designated hospital. The requirements of the physical examination for this Certificate include a general check up, blood pressure and pulse reading, weight and height measurements, ICG, chest X-ray, AIDS and syphilis tests. The processing time for the Health Certificate is around 3 working days. In general, the documents required to apply for the Certificate are:

- Application form (available at the designated hospital)
- Original passport (valid for a least one year)
- Recent passport size photos

### 3) WORK PERMIT :

After the Health Certificate is obtained, you will then have to apply for the Work Permit from the Labor Department. The processing time for the Work Permit is around 3 working days. In general, the documents required to apply for the Permit are:

- Application form (available at the Labor Department)
- Original & copy of passport (valid for at least one year)
- Recent passport size photos
- Original & copy of the Business License (provided by your employer in China)
- Employment Letter (provided by your employer explaining the reasons for employment)
- Your resume (in Chinese) and academic certificates

**NOTE :** Please ensure that your employer in China is properly registered to do business in the city to which you are moving to and that the Business License is valid and up-to-date. You must have a registered employer to sponsor you to live and work in China.

### 4) RESIDENT PERMIT :

When you have obtained the Work Permit, the next step is to apply for the Resident Permit from the Foreign Affairs Office. The processing time for the Resident Permit is around 10 working days. In general, the documents required to apply for the Permit are:

- Application form (available at the Foreign Affairs Office).
- Original & copy of passport (valid for at least one year).
- Recent passport size photos.
- Original & copy of Work Permit.
- Original & copy of Business License (provided by your employer in China).
- Original & copy of the Rental Agreement of your apartment.



**5) IMPORT PERMIT :**

When the Resident Permit is approved and available, you can then apply for the Import Permit at the Customs Office for importing your shipment to China. The Import Permit application form is available through your employer in China or at the Customs Office. Please note that without the Import Permit, your shipment will not be able to clear through Customs and Quarantine and demurrage may incur. The processing time for the Import Permit is around 5 working days. In general, the documents required to apply for the Permit are:

- Application form (signed by you and stamped by your employer in China)
- Original Passport
- Original Resident Permit
- Original Work Permit
- Original Business License (provided by your employer in China)
- Original Customs Registration Certificate (provided by your employer in China)
- Letter certifying your employment (provided by your employer in China)
- Letter authorizing Asian Express to handle your shipment (provided by Asian Express)
- Copy of packing list in English (translated into Chinese by Asian Express)
- Copy of Ocean Bill of lading / Airway Bill

**NOTE :** To apply for the Import Permit, please ascertain your Work Permit and Resident Permit are issued and approved by the Chinese government for not less than 12 months; otherwise, Customs will not process your application. It is not necessary for you to be physically present at the Customs Office during the application of the Import Permit. Asian Express can act on your behalf to process this application. Please note that you are only entitled to import one air and one sea shipment for your personal and household effects. Any subsequent shipments are strictly prohibited, or subject to very heavy import tax and duty, or seizure by Customs.

**6) PROHIBITED ITEMS :**

- Weapons, firearms, ammunition, explosives, gun powder, firearms (including air-rifles), bow, arrow and replica gun
- Drugs and narcotics
- Counterfeit or pirated goods
- Pornographic materials
- Materials found to be morally or politically offensive, or anti-communist
- Endangered species (alive or dead)
- Meat products
- Plants and seeds
- Soil, fertilizer and pesticide
- Gambling paraphernalia (such as poker chips)
- Certain type of food products, wine, liquor, beverages and alcoholic drinks are prohibited to be imported in certain cities in China (please check with Asian Express prior to importation)



**7) RESTRICTED ITEMS :**

- Pets which only refer to dogs and cats (excluding any other animals such as birds and rabbits etc.) require a special Import Permit and prior approval of Customs before importation into China
- Grand piano and baby grand piano are not allowed to be imported unless you can provide adequate and appropriate professional certificates
- Copying machine is classified as office equipment and not allowed to be imported as personal and household effects
- Alcoholic drinks and wine are restricted for importing into Beijing
- Motor vehicles, motorcycles and mini-bikes are restricted for importing into China except with diplomatic status
- Satellite receiver and antenna
- Large lawn mower
- Diving equipments
- Model (cars & air planes, etc) with large engine
- Maximum 6 kilos of certain milk powder per shipment

**8) IMPORT DUTY & TAX :**

As a general guideline, clothing and kitchenware can be imported into China duty free. Personal effects, furniture, electrical and electronic items, stereo equipments, office equipments, wine, liquor, alcoholic drinks, cigarettes and tobacco, motor vehicles and motorcycles, are subject to import tax and duty. In general, the import tax and duty charged on furniture and personal effects is approximately 10% to 30% based on Customs assessed value. If more than one of each type of the major appliances is included in a shipment (i.e. refrigerators or televisions etc.), Customs may consider the shipment containing commercial goods thus making clearance very difficult.

Alcohol attracts very high import tax & duty and is prohibited to be imported in certain cities in China. It is strongly recommended not to import this item into China as either it will be confiscated or heavy penalties and fines will be levied. Please refer to the "**China Import Duty Calculator**" on our website: [www.aemovers.com.hk](http://www.aemovers.com.hk) for a rough estimation of the import tax & duty of the shipment. In general, a reasonable quantity of CDs, DVDs, VHS tapes and cassette tapes may be imported free of duty, subject to the sole discretion of the Customs officer. These items will be examined and screened by Customs, and any objectionable scenes found may result in heavy fines and penalties, confiscation, prosecution and detention of the entire shipment.

**9) CUSTOMS CLEARANCE & QUARANTINE INSPECTION :**

Asian Express will have to keep your passport for around 3-5 working days for Customs clearance. During clearance, each shipment will be subject to extreme close scrutiny and thorough examination by Customs and Quarantine based on the packing list, and the applicable import taxes & duties are levied. Any items not properly declared on the packing list may be confiscated, detained, or incur penalties.



Please ascertain that the contents of all packages are clearly marked on the packing list and that there are no miscellaneous cartons or packed-by-owner packages. Please ensure that ALL electrical and electronic items are clearly listed on the packing list with MAKE and SIZE (e.g. 29" Sony Television (LCD), Philips mini-combo Stereo System, Hitachi 3-door 280 liters refrigerator, 14" Computer Monitor (CRT), Ink Jet HP Printer, Epson Laser Printer etc.). Please also ensure that the TYPE of Sofa Set is clearly listed on the packing list (e.g. 3-seater leather sofa, 2-seater cloth sofa, 1-seater PVC sofa etc.).

The Customs assessed value is dependant on the MAKE and SIZE of the particular item and will affect the final taxes & duties levied. Any discrepancies between the packing list and the actual content of the packages may cause the shipment to be detained, confiscated or immediately returned to origin. Normally it will take around 5-10 working days to clear your shipment subject to all necessary import documents are in order and available.

Please note that for most cities in China, FCL shipments cannot be delivered in its own container due to road restrictions. If such arrangement is required, special permits and pre-arrangement must be required subject to the delivery address and road access conditions. Additional charges will be levied and the container can only be delivered after 10:00 in the evening.

**DISCLAIMER :**

The above information herein is correct at the time of preparing, however, changes in laws and convention can alter from time to time which may affect the importation of Goods. Whilst every effort is made to keep this information as up to date as possible, Asian Express will not accept any responsibility or liability for any changes in import and export regulations.

