
CUSTOMS REGULATIONS AND ADDITIONAL INFORMATION

FOR IMPORTS

NOTE: Brazilian customs are very strict and high penalties may result from failure to complete any of the many tasks associated with the clearance process. It is recommended that the origin agent **ALWAYS** contact the selected destination agent in Brazil well in advance of shipping in order to confirm updated consignment instructions and customs regulations as they may change periodically.

HOUSEHOLD GOODS REMOVAL

A. Documents Required

- Airway Bill / Original Bill of Lading
- 2 notarized copies of passport (including all the blank pages)
- 2 notarized copies of the CPF (Brazilian Tax ID)
- Customs-valued inventory in Portuguese
- 2 notarized copies of airline ticket
- ISPM – 15 Fumigation certificate (if wood packing material used)
- Power of attorney authorizing selected Brazilian destination agent to clear goods

Non-diplomat

- Authorized visa
- Employment contract
- Declaration of residence abroad
- 2 copies of *Registro Nacional de Estrangeiros* or RNE.
- Baggage declaration
- Guarantee bond

Diplomat

- 3 notarized copies of *Declaração Simplificada de Importação* (DSI). This is the diplomatic franchise and will be provided by the *Ministério das Relações Exteriores* (MRE).
- 1 authenticated copy of *Ministério das Relações Exteriores* (MRE) identification.
- 3 copies of supplemental form

Citizen

- Declaration of residence abroad
- Baggage declaration
- Proof of residence abroad for more than one year

B. Specific Regulations

- New and used household goods and personal effects may be imported duty free.
- Electrical / electronic items must be declared showing brand name, model, and serial number.

Brazil

- List of HHG / PE with values in R\$ (quantity per unit and total value, the electronic appliances must include brand, model, and serial number). This list must be signed on the bottom and registered at a Brazilian Register Office.
- Customs clearance can only be started after arrival of consignee in Brazil.
- Shipments must arrive in Brazil within 180 days after arrival of shipper.
- The airline ticket showing the arrival of importer in Brazil is required for customs clearance.
- Shipments under a tourist/business visa cannot be cleared.
- Wooden packing material must be fumigated.
- Fumigation certificate must be sent to agent with original BL prior to shipment.
- Do not include any kind of food, beverages or medicines in shipments.
- CPF number is mandatory for any shipment to Brazil.
- Power of attorney is required in each case. It must be filled out and signed by shipper at Brazilian Register Office.

Non-Diplomat

- Goods can only be imported after visa is authorized by Brazilian authorities and residence permit / visa is stamped in the passport by Brazilian Federal Police.
- Shipment will be customs cleared under a bond.
- The bond must be signed by the shipper.
- Items imported will have to be exported when client leaves Brazil.
- Send the shipment only when all Brazilian documents are in order and received by agent, inclusive of the CPF number. (Brazilian tax identification)
- Check with agent to confirm receipt of all required documentation prior to shipment.

Diplomat

- Must apply for a diplomatic franchise for customs clearance.
- Shipper must be in Brazil before to shipment arrival to apply for the required Brazilian documents.
- It takes roughly 15 days to obtain the diplomatic franchise.

Citizen

- Must have lived abroad for at least 365 continuous days prior to relocation to Brazil.
- This must be proven to customs by supporting documents such as:
 - Letter issued by the Brazilian consulate at origin stating that the shipper lived more than one year abroad.
 - Letter of company in letterhead stating that the shipper worked over one year at the company.
 - Bills paid over the last 12 months.
- In some customs sections, the address registered in the CPF must be the same as the final destination of shipment.

MOTOR VEHICLES

A. Documents Required

- Certificate of Title
- Pro forma invoice
- Diplomatic franchise

Brazil

B. Specific Regulations

- Only foreign diplomats or members of international organizations such as UNO, UNESCO, IMF, etc. may import motor vehicles.
- If vehicle is being shipped in the same container as the HHGs, it is absolutely necessary to arrange 2 separate bills of lading. If separate OBLs are not submitted, it will not be possible to clear the shipment and can result in charges of up to 3,000 USD.

PETS

A. Documents Required

- Health Certificate
- Vaccination Certificate

B. Specific Regulations

- Only cats or dogs may be imported.
- Certificates must be stamped by the Brazilian consulate at origin.
- Other animals have to be specially authorized by the Brazilian Ministry of Agriculture prior to departure from origin country.

RESTRICTED/DUTIABLE ITEMS

Alcohol

- Consumables such as beverages, wine, liquor, foodstuffs, tobacco and cosmetics are subject of import duties of approximately 50% of value and require authorization from the Health and Agriculture Ministry.
- Duty free for foreign diplomats.

Arm, Ammunitions, and Dangerous Objects

- Subject to approval prior to departure from origin country of shipment by Brazilian Army.

Motor Vehicles

- The importation of motor vehicles is prohibited for citizens and foreigners holding permanent and temporary visas.
- Foreign diplomats or members of international organizations such as UNO, UNESCO, IMF, etc. may import motor vehicles.

Wood Materials

- Liftvans/airvans and wooden crates/boxes arriving in containers or single shipments must be fumigated per ISPM 15 rules.

Note: We strongly advise against including these items in HHG shipments to avoid delays in the clearance process or possible confiscation of these items.

CONSIGNMENT INSTRUCTIONS

Brazilian Customs are now using a new electronic system called *Siscomex Carga*. As a result, it is critical that consignment shipments are consigned as follows:

Please consign the AWB / BL to:

Complete shipper's name
CPF number
Full address in Brazil

Notification to:

Complete shipper's name
CPF number
Full address in Brazil

Marks and Numbers:

Exact gross weight in kilograms
Volume in cubic meters
NCM code

Important: *Nomenclatura Comum do MERCOSUL* (NCM) must always be mentioned on bill of lading. The NCM is the harmonized tariff code used by Brazilian customs to identify commodities.

- 9797 should be written on OBL for HHG belonging to a Brazilian citizen or foreigner holding a visa.
- 9898 should be written on OBL for HHG belonging to diplomats.

Helpful Tips

- Packing list should be in English or Portuguese.
- Shipper must be in Brazil before arrival of shipment.
- Shipper arriving in Brazil must keep a copy of the airline ticket as it is necessary for customs clearance.
- Do not attach the inventory list used for the insurance purposes with the documents enclosed with the shipment.
- Pre-alert along with the copies of the packing list, customs valued inventories, original bill of lading and shipping schedule should be received by agent as soon as possible before shipment arrival.
- Brazilian customs does not accept Telex Releases; original BL is required.
- Please send the shipment only when you are sure client has all papers in order. This will avoid delays on clearance and the payment of high port / airport expenses.
- **DO NOT SEND** shipment until the destination agent in Brazil has provided the authorization to proceed.

Recommended: Once the shipment is booked, please fax your pre-alert to the agent office along with a copy of the Airway bill / bill of lading, packing list, passport copy, and full contact details of the consignee.

PROHIBITED ITEMS

- Live plants
- Narcotics
- Drugs
- Tins



Brazil

- Food

Disclaimer: Customs regulations can change at any time with or without notice. This document is provided as a guide and for information only. While IAM has exercised reasonable care in publishing this document, IAM makes no representation, either expressed or implied, as to its accuracy or applicability.