

## A Guide to Importation of Personal & Household Effects into Australia

### TO QUALIFY FOR DUTY AND TAX FREE ENTRY

Goods must have been owned and used for 12 months or more preceding owner's departure for Australia (exception alcohol and tobacco which are subject to duty & tax). Antiques must form part of a bona fide removal. Antiques owned and used for less than 12 months and accompanied by a LAPADA certificate may also be imported duty free but are subject to GST. **Unless the above criteria are satisfied duty and GST may apply.**

**INHERITED GOODS** For goods valued at less than A\$1000 an additional customs clearance charge of \$55 applies and is payable to our destination representative. They will require a copy of the Will and a copy of the Death Certificate OR a letter from the Executor and a copy of the death certificate in support of duty free entry. They will also require a Copy of your passport (If Australian, photo page only, if foreign passport, entry visa page also) OR drivers licence, a statement on the statutory declaration that goods are the outcome of deceased estate, estimated value of goods, list of goods and a declaration that the goods are not for re-sale. For goods valued at more than A\$1000 an additional customs clearance charge of approx \$250 applies and is payable to our destination representative. They will require all the above plus evidence of identity (i.e. passport photo page and driver's licence) and any other documentation requested by Customs

### CUSTOMS CLEARANCE (if the goods belong to you)

Our destination representative will contact you prior to arrival of your goods and will supply a Customs Declaration Form (Form B534 – Unaccompanied Personal Effects Statement). You must complete, sign and date every page and return this to our representative together with:

**Passport Copy** - (if your name has changed since your passport was issued you will need to provide a copy of your official documentation confirming the change)

- Australian passport - photo page only
- Other nationality - photo page plus every stamped page and visa page
- If you have an electronic Visa please make a note on your passport photo page copy.
- Shipments arriving to the State of Queensland also require copy of your spouse's passport or passport of friend if travelling with you.

**Packing List** - A Descriptive numbered inventory (packing list) covering each package in your shipment.

**Receipts** - Receipts for payment of any goods in your shipment owned/used for less than 12 months prior to shipping (these items must be declared on the B534 Declaration Form listing date of purchase and amount paid (or estimated value) in AUD (**don't pack the receipts**)).

**Alcohol/Tobacco** - A detailed listing of any alcohol/tobacco in your shipment. If you intend to include any alcohol in your shipment bear in mind the alcohol will be subject to duty/GST and Customs clearance of your shipment may be delayed. You must prepare a list of the alcohol in your shipment prior to sending the shipment and the list needs to be in a detailed format. Please contact us for a draft alcohol and tobacco list and guide on the alcohol importation into Australia (don't conceal food or alcohol/tobacco in your shipment as it will be detected!). Please make a note of which box your alcohol/tobacco is packed in.

**Provided you correctly complete and provide these documents to our destination representative, physical exam by Customs is on a random basis only unless you have declared specific items of interest on the B534 e.g. weapons, food etc.**

**CUSTOMS CLEARANCE (if the goods do NOT belong to you)** - Every effort must be made to obtain a B534 completed by the actual owner (available at the website below) and faxed to Australia. Where the B534 cannot be obtained and Customs agrees, the goods will be subject to inspection by Customs for which a fee will apply. Customs forms can only be completed by the arriving person to whom the goods belong. Goods may be cleared in advance of the owner's arrival provided information can be provided on when the owner is due to arrive in Australia. You will need to forward a copy of photo page of the owner's passport, if possible, a letter of authority to collect goods on behalf of the owner, 100 point Evidence of Identity check e.g. your passport and driver's licence and a descriptive numbered inventory (packing list) covering each package in the shipment. You will also need to provide a statutory declaration explaining why the owner is not able to prepare own customs forms and when they are expected to arrive in Australia. **If a Power of Attorney is presented, then the holder is treated as the owner of the goods.**  
<http://www.customs.gov.au/webdata/resources/files/effects2.pdf>

If you have not travelled or if the goods are family items that are being sent by family or a relative for goods valued at less than A\$1000 an additional customs clearance charge of \$55 applies and is payable to our destination representative. They will require a statement on the statutory declaration that the goods are not for re-sale, the estimated value of the goods and any other documentation requested by Customs. For goods valued at more than A\$1000 an additional customs clearance charge of approx \$250 applies and is payable to our destination representative. They will require all the above plus evidence of identity e.g. your passport and driver's licence and any other documentation requested by Customs.

**A physical examination by Customs is more likely for shipments cleared by others on your behalf. Please note in the event of an examination you may be liable for customs examination charges, payable to our destination representative (charges on request).**

**Locked Items** - please provide our representative with keys for inspection by Quarantine and Customs or send written approval for locks to be broken (Customs or Quarantine have the power to break locks in the absence of the above approval).

**QUARANTINE INSPECTION** Your shipment may be inspected upon arrival by the Australian Quarantine Inspection Service (AQIS). The inspection is carried out at an approved AQIS premise and can delay delivery by up to 14 days; as a result full containers cannot be delivered direct to residence in Australia. Quarantine inspection charges are excluded from our quotation and are payable to our destination representatives. Charges vary from port to port and are approximately, as follows, inclusive of Goods and Service Tax (GST).

Up to 20 cu ft	AU\$ 99
Up to 30 cu ft	AU\$125
Up to 247 cu ft	AU\$175
Over 247 cu ft	AU\$0.70 per cu ft
Motor vehicle/boat	AU\$175
20 ft container	AU\$396
40 ft container	AU\$616

Inspection is more intense if your consignment contains items that may have come into contact with soil or vegetation such as garden furniture, garden tools, sports or camping equipment, bicycles, golf clubs & buggies, caneware, shoes, saddlery, vacuum cleaners, mops etc. It is essential that any such items are thoroughly cleaned prior to shipment; however this will not ensure automatic clearance. AQIS will order further treatment if any item represents a quarantine risk. Cartons marked "kitchen", "sundries", "miscellaneous" or "packed by owner" are also likely to be inspected. Festive decorations and wreaths containing dried vegetable matter or pine cones will automatically be subject to further treatment or destruction.

**FUMIGATION/STEAM CLEANING or TREATMENT** Of those consignments inspected it is very rare that any treatment is required unless there is evidence of infestation (e.g. borers) or dirt. Genuine antiques over 100 years tend to be automatically ordered for fumigation treatment. Fumigation of wooden boats/canoes etc is mandatory. Gamma Irradiation Treatment can be ordered by Quarantine for items such as animal equipment (saddles, etc.) skins/hides and similar items. Treatment of any sort involves additional costs.

**TIMESCALE** Consignments shipped by sea will be available for delivery or handout approximately 10-14 days following vessel arrival. Airfreight is generally available 3-4 days following aircraft arrival. Obviously these periods can fluctuate during peak periods like Christmas/New Year and for delivery to country areas or interstate.

**RESTRICTED ARTICLES** The following articles are usually permitted entry but may be subject to inspection by Quarantine and/or treatment:

- Animal trophies if professionally prepared
  - Bone and shell articles, Chinese herbs and medicines
  - Cut flowers except those capable of propagation, e.g. roses and carnations
  - Baby food not exceeding 1 kg
  - Dried flowers and plant material
  - Foodstuffs (dried, cooked, canned and bottled)
  - Holy water
  - Rawhide, native drums, artefacts, partially cured hides/skins and leather
  - Rice, flour and spices
  - Rocks (clean and free of soil)
  - Seeds (in most cases) and nuts
  - Wooden articles including cane and bamboo
- Additional costs will be incurred if treatment or disposal is ordered

**PROHIBITED ARTICLES** The following articles are prohibited by Customs or Quarantine (except under pre-arranged special conditions):

- Most firearms
- Birds, some feathers and poultry products
- Cereal seeds, dried beans and peas
- Dairy products (except baby foods not exceeding 1 kg)
- Eggs and products containing eggs
- Fresh fruit and vegetables
- Fridges/air conditioning units containing a CFC refrigeration system
- Honey and bee products e.g. royal jelly
- Live plants, animals and insects
- Meat and meat products (fresh and dried) including canned pork

**Further information concerning importing personal & household effects is available at the Australian Customs website:**  
<http://www.customs.gov.au/site/page.cfm>

**This information is not definitive and is intended as a guide only. Destination regulations can change without notice and for specific guidance we strongly recommend that you obtain direct rulings from the relevant authority.**