

## **Introduction to the Customs Clearance Procedures on the importation of personal and used household effects *at the Bangkok Port***

### **THE CRITERIA OF GRANTING EXEMPTION FROM PAYMENT OF CUSTOMS DUTY**

The basic requirements for the importation of such effects to be granted exemption from the payment of Customs duties and taxes must be that such personal or professional effects are imported in reasonable quantities, except motor vehicles, firearms and ammunition and provisions, and that such used household effects are accompanying the importer changing domicile and must be in reasonable amounts.

The said items must be imported not earlier than one month before or not later than six months after the arrival of the importer.

### **EFFECTS TO BE GRANTED EXEMPTION FROM PAYMENT OF CUSTOMS DUTY**

Imported Personal Effect to be granted exemption from payment of Customs Duty such as clothes, shoes, cosmetic or ornament must be accompanied with the owner for his own use in reasonable quantity.

Secondhand household effects to be granted exemption from payment of Customs Duty must be in reasonable quantity and imported from the country in which the owner has domicile prior to change of domicile to Thailand. The importation of only one item of such electric appliances as a refrigerator, and air-conditioner, a television, a radio etc. will be exempted from Customs Duty. However, in case of changing of domicile of the whole family, two items will be exempted. The imported electric appliances exceeding limited quantity shall not be granted duty exemption. In this case, the amount of duty shall be calculated from the items which yield the highest amount of duties.

### **DOCUMENTATION**

For the clearance of goods the importer is required to prepare the following documents:

1. Identity card
2. Passport (In case of personal effects and/or used household effects)
3. Bill of lading
4. Delivery order
5. Invoice or proforma invoice (if any)
6. In the case where the importer is unable to show up, a letter of authorization is required for the agent.
7. In the case of foreigners changing domicile to Thailand. either of the following documents is required:
  - Non-immigrant quota as shown on the passport or resident book, or;
  - Proof of entrance into Thailand as an expert, specialist or consultant to any government agency in the form of a letter certifying that such a person has received a non-immigrant visa issued by the Immigration Bureau to work and reside in Thailand for at least 1 year, or
  - A one - year work permit from the Employment Department;
  - A one - year non-immigrant visa.
8. If the importer is a Thai, he must be a person, Thai Government official who working abroad or a student studying abroad not less than 1 year. Provided that these people have to return to Thailand before a one year period. They must have certain evidence to prove that such return is due to either the termination of contract, reshuffle of posts, or graduate in his relevant study.

**INFORMATION SERVICE**

**The Thais and Foreigners who wish to claim their personal effects and/or used household effects are requested to contact the Privileged Goods And Investment Promotion Sub-Division Formalities and Assessment Division, Customs Department.  
Tel (2)249-2314**

### **SPECIAL SUGGESTIONS**

In case of any inconvenience you may have, please immediately contact the Chief of Privileged Goods and Investment Promotion Sub-Division or the Director of the formalities and Assessment Division.

Any money paid to an agent acting on behalf of the importer should not be paid to Customs officers as the customs department provides a free service.

[More information, CLICK HERE](#)

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