



Export Customs Guide **AZERBAIJAN**

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GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
<p>Household Goods & Personal Effects - Diplomats</p>	<ul style="list-style-type: none"> ▪ Waybill. ▪ Packing list in English. ▪ Electronic Profile with brand name, model and serial number of each electrical appliances. ▪ Exact number of pieces and 2 photocopies of each photograph for all cultural items. ▪ Exact gross weight in KG, as per Final Waybill (AWB/CMR/BOL). ▪ Pro-forma invoice. ▪ Copy of the passport. ▪ Copy of valid visa. ▪ Copy of diplomatic card. ▪ Letter for customs on Embassy's letterhead allowing their agent to export the shipment on their behalf. ▪ Diplomatic Note. ▪ MFA Permit Letter with date and reference number for the Diplomatic Note. ▪ Customs Declarations issued by the Customs at the time of Import. ▪ Export Permissions for Artefacts (Carpets, Paintings, Large/Old Souvenirs, Musical Instruments brought in Azerbaijan) from the Museum Authorities – value, dimensions and country of origin should be mentioned on given export permissions. 	<ul style="list-style-type: none"> ▪ The allowance limit for the export of alcohol: 3 litres (please check & inform the agent earlier in case the volume is more than 3 litres). ▪ Food Items for personal use in small quantities can be exported. 	<ul style="list-style-type: none"> ▪ Mark the waybills very clearly “Used Household goods and personal effects”. ▪ Packing list should be in English. ▪ Shipments are processed through Azerbaijan customs by filing Export customs declarations as per the Azerbaijan customs regulation and processes. ▪ Customs declarations are framed based on the contents of the shipment documented as per packing list, pro-forma invoice and corresponding transportation documents AWB, CMR, BOL. <ul style="list-style-type: none"> ▪ It is important to mention here that the contents of the shipment must correspond to the accompanying documents and tally in numbers, value and contents hence details of the shipments must match in packing list, pro-forma invoice and transportation documents. ▪ Customs declaration is framed as per contents and their corresponding tariff codes (HS codes) for Individual Items or grouped Items as per the customs regulations and processes. ▪ For processing of shipments through Export customs formalities, Customs procedure fee is applicable for the shipments of household goods and personal effects, officially payable towards the customs authorities at

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			the time of filing of export customs declarations.
Household Goods & Personal Effects – Citizens/ Individual shippers	<ul style="list-style-type: none"> ▪ Waybill. ▪ Packing list in English. ▪ Electronic Profile with brand name, model and serial number of each electrical appliances. ▪ Exact number of pieces and 2 photocopies of each photograph for all cultural items. ▪ Exact gross weight in KG, as per Final Waybill (AWB/CMR/BOL). ▪ Pro-forma invoice. ▪ Copy of the passport. ▪ Valid visa. ▪ Power of attorney (notarized personally) allowing the agent to export the shipment on the citizens behalf. ▪ Export Permissions for Artefacts (Carpets, Paintings, Large/Old Souvenirs, Musical Instruments brought in Azerbaijan) from the Museum Authorities – value, dimensions and country of origin should be mentioned on given export permissions. 	<ul style="list-style-type: none"> ▪ Individual shippers /Transferees not associated with any registered entity in Azerbaijan must provide TRP / valid VISA and a notarized letter addressed to customs authorities allowing their agent to export the shipment. Further, there is a requirement of the evaluation of the shipment carried by Azerbaijan Chamber of commerce. 	<ul style="list-style-type: none"> ▪ Same as above.
Household Goods & Personal Effects – Foreigner	<ul style="list-style-type: none"> ▪ Waybill. ▪ Packing list in English. ▪ Electronic Profile with brand name, model and serial number of each electrical appliances. ▪ Exact number of pieces and 2 photocopies of each photograph for all cultural items. ▪ Exact gross weight in KG, as per Final Waybill (AWB/CMR/BOL). ▪ Pro-forma invoice for customs purposes. ▪ Copy of the passport. 		<ul style="list-style-type: none"> ▪ Same as above.

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	<ul style="list-style-type: none"> ▪ TRP/ Work permit issued by state Migration services. ▪ Letter for customs purposes signed & stamped on the company's letterhead from employer in Azerbaijan. ▪ Customs Declarations issued by the Customs at the time of Import. ▪ Export Permissions for Artefacts (Carpets, Paintings, Large/Old Souvenirs, Musical Instruments brought in Azerbaijan) from the Museum Authorities – value, dimensions and country of origin should be mentioned on given export permissions. 		
Prohibited Items		<ul style="list-style-type: none"> ▪ Weapons of all kinds (including knives, daggers even if souvenirs). ▪ Illegal drugs, narcotics. ▪ Food items ▪ Guns, explosives and ammunition. ▪ Radioactive & toxic materials. ▪ Plant and plant products. ▪ Relict vegetation listed under the Red Book of the Azerbaijan Republic; Deer and Gazelle horns. ▪ Materials advertising low morale, violence and terrorism. ▪ Pornographic material. 	<ul style="list-style-type: none"> ▪ Precious jewellery, stones and currency can be exported only as accompanied baggage and must be declared with the customs authorities at the airport at the time of departure.
Pets	<ul style="list-style-type: none"> ▪ Vaccination certificate. ▪ Passport of the pet. ▪ Pet Veterinary Certificate (should be obtained 2-3 days prior to arrival). ▪ Owners Passport Copy. ▪ Owners Visa/TRP. ▪ Notarized POA from client to GLK for import customs purposes. 		<ul style="list-style-type: none"> ▪ The documents should be provided for at least 10 working days in advance prior to the pet's departure. ▪ The Veterinary Certificate should not be older than 3 days of departure.

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<p>Motor vehicles</p>	<ul style="list-style-type: none"> ▪ Diplomats: <ul style="list-style-type: none"> ▪ Waybill. ▪ Original technical passport or title of the car (should contain the information – brand name, model, type, country of origin, weight in KG, engine volume in sm³, value in USD, color, year, VIN number, HS Code). ▪ Copy of the passport. ▪ Copy of valid visa. ▪ Copy of diplomatic card. ▪ Vehicle registration documents. ▪ Letter for Customs on the letterhead of Embassy. ▪ Foreigners: <ul style="list-style-type: none"> ▪ Waybill. ▪ Original technical passport or title of the car (should contain the information – brand name, model, type, country of origin, weight in KG, engine volume in sm³, value in USD, color, year, VIN number, HS Code). ▪ Copy of the passport. ▪ Copy of valid visa. ▪ Vehicle registration documents. ▪ Power of attorney. ▪ Invoice indicating value of the Vehicle. ▪ Ownership documents. ▪ Letter for Customs on the letterhead of the company. ▪ Citizens: <ul style="list-style-type: none"> ▪ Waybill. ▪ Original technical passport or title of the car (should contain the information – brand name, model, type, country of origin, weight in KG, engine volume in 		<ul style="list-style-type: none"> ▪ Vehicle has to be de-registered by the transport authorities in Azerbaijan. ▪ De-registration documents are required for Export clearance.

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	<p>sm3, value in USD, color, year, VIN number, HS Code).</p> <ul style="list-style-type: none"> ▪ Copy of the passport. ▪ Vehicle registration documents. ▪ Notarized Power of Attorney. ▪ Invoice indicating value of the Vehicle. ▪ Ownership documents. 		
Alcohol & Consumable Goods		<ul style="list-style-type: none"> ▪ The allowance limit for the export of alcohol: 1.5 litres (please check & inform the agent earlier in case the volume is more than 1.5 litres). ▪ Food Items for personal use in small quantities can be exported. 	
Export of artefacts (such as carpets, rugs, paintings, musical instruments, metal pots)	<ul style="list-style-type: none"> ▪ Packing list. ▪ Pro-forma invoice (customs purposes only). ▪ Export Permissions for Artefacts (carpets, paintings, large/old souvenirs, musical instruments brought in Azerbaijan) from the Museum Authorities. ▪ Exact number of pieces of each type of cultural items. ▪ Photos, dimensions and country of origin of the carpets 	<ul style="list-style-type: none"> ▪ Export of locally purchased Art Items like carpets, pictures, paintings, musical instruments can be exported only after obtaining export permission certificates from the Azerbaijan Carpet and Art Museums under the ministry of culture. If such permissions are not given by the authorities then these items must stay in Azerbaijan and cannot be exported. 	<ul style="list-style-type: none"> ▪ These procedures and documentation requirement apply to diplomatic and non-diplomatic shipments! ▪ Note: It is not possible to Export Art Items without export permissions certificates for the cultural Items such as carpets, paintings, books, icons, old furniture, musical instruments or any other items which are older than 1960. If these types of items were imported by the shipper into Azerbaijan, the shipper should have documental evidence as provided by customs authorities of Azerbaijan during import.



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