



## Export Customs Guide **GUATEMALA**

Information from FIDI Latin America

# Export Customs guide GUATEMALA



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**The global quality standard for international moving.**

The FAIM label is your global assurance for a smooth, safe and comprehensive relocation process.

GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
<p><b>Removal Goods – HHG/PE</b></p>	<ul style="list-style-type: none"> <li>▪ Clear copy of customer's passport - all pages</li> <li>▪ Copy of RTU - (Tax ID Card) <i>(this information is referential; we recommend to verify requirements with the SAT office)</i> <ul style="list-style-type: none"> <li>▪ Must be updated to current year, if not, it will be refused by customs authorities.</li> <li>▪ Must include the fiscal address the customer used to register the NIT number at SAT <i>(Custom Office)</i>.</li> <li>▪ The NIT/RTU is a personal identification number; It is a requirement that applies to Guatemala citizens and foreign nationals – <i>Diplomat or private</i></li> <li>▪ Every shipper must obtain it from the Agency of the Tax Administration (SAT)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ For Air shipment the passport has to be notarized by a lawyer</li> </ul>	<ul style="list-style-type: none"> <li>▪ All shipments are subject to custom inspection</li> </ul>
<p><b>Vehicles - Diplomatic</b></p>	<ul style="list-style-type: none"> <li>▪ Legible and complete passport photocopy</li> <li>▪ Copy of RTU - (Tax ID Card)                             <ul style="list-style-type: none"> <li>▪ Must be updated to current year, if not, it will be refused by customs authorities.</li> <li>▪ Must include the fiscal address the customer used to register the NIT number at SAT <i>(Custom Office)</i>.</li> </ul> </li> <li>▪ Legible photocopy of property title of the</li> </ul>	<ul style="list-style-type: none"> <li>▪ All photocopy documents must be notarized by a lawyer (if you will be shipped by Puerto Quetzal Port), or AUTHENTICATED by your Embassy (if cargo will be shipped by Santo Tomas or Puerto Barrios Port)</li> </ul>	<ul style="list-style-type: none"> <li>▪ The vehicle must have canceled the circulation tax (sticker) of current year</li> <li>▪ The vehicle must have at most 1/8 tank of gasoline filled and must be shipped with the battery disconnected; otherwise the shipping company will refuse to load it</li> <li>▪ All shipments are subject to custom inspection</li> </ul>

GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
	<ul style="list-style-type: none"> <li>car</li> <li>▪ Photocopy of import policy (if applicable)</li> <li>▪ Legible photocopy of circulation card of the car</li> <li>▪ Original documents of the return of plates to the Ministry of Foreign Affairs</li> <li>▪ Photocopy of the form "Notice of Return of Vehicle Circulation Plates" signed and stamped received by SAT</li> <li>▪ Original solvency of EMETRA Fines and penalties (current to the date of the delivery of the car)</li> <li>▪ Original Solvency of the PNC (current as of the delivery date of the car)</li> </ul>		<ul style="list-style-type: none"> <li>▪ Agent cannot declare household goods + auto on the same OBL, even if both are loaded in the same container. Each one has to present a different OBL.</li> </ul>
<p><b>Vehicles - Private</b></p>	<ul style="list-style-type: none"> <li>▪ Legible and complete passport photocopy</li> <li>▪ Copy of RTU - (Tax ID Card) <ul style="list-style-type: none"> <li>▪ Must be updated to current year, if not, it will be refused by customs authorities.</li> <li>▪ Must include the fiscal address the customer used to register the NIT number at SAT (<i>Custom Office</i>).</li> </ul> </li> <li>▪ Photocopy of import policy (if applicable)</li> <li>▪ Legible photocopy of property title of the car</li> <li>▪ Legible photocopy of circulation card of the car</li> <li>▪ Photocopy of the form "Notice of Return of Vehicle Circulation Plates" signed and stamped received by SAT</li> <li>▪ Original solvency of EMETRA Fines and penalties (current to the date of the delivery of the car)</li> <li>▪ Original Solvency of the PNC (current as of the delivery date of the car)</li> </ul>	<ul style="list-style-type: none"> <li>▪ All photocopy documents must be notarized by a lawyer.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The vehicle must have canceled the circulation tax (sticker) of the current year</li> <li>▪ The vehicle must have at most <b>1/8</b> tank of gasoline filled and must be shipped with the battery disconnected; otherwise the shipping company will refuse to load it</li> <li>▪ All shipments are subject to custom inspection</li> <li>▪ Agent cannot declare household goods + auto on the same OBL, even if both are loaded in the same container. Each one has to present a different OB.</li> </ul>

GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
<b>Prohibited items</b>		<ul style="list-style-type: none"> <li>▪ For sea and air shipments:               <ul style="list-style-type: none"> <li>▪ Narcotics</li> <li>▪ Drugs</li> <li>▪ Pornographic material</li> <li>▪ Arms</li> <li>▪ Seeds</li> <li>▪ Food</li> <li>▪ Alcohol</li> <li>▪ Wine</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Corrosives, lithium batteries, hover boards</li> <li>▪ Lithium batteries should be removed from the device in case of laptops, tables - we recommend to the client to take these articles with them.</li> </ul>
<b>Restricted items – for Air Shipments</b>		<ul style="list-style-type: none"> <li>▪ Pictures, paintings of any kind, religious images, religious pictures:               <ul style="list-style-type: none"> <li>▪ It applies if the shipment includes work of art, paintings, sculptures, religious images and others articles related with Art. It is requested during custom clearance with an extra cost of US\$300.00</li> <li>▪ The process can take 03 weeks, it has to be done before packing of the work of art is made.</li> </ul> </li> <li>▪ Wooden ornaments of any size and framed photographs</li> </ul>	



## The FIDI Global Alliance

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