

Compass RELOCATION



Used Household Goods and Personal Effects

Documents Required

- Legible copy of passport
- Detailed inventory in English, dated, and signed by the owner of the goods
- Transfer of Residence (ToR)
- Copy of bill of lading (BL) / air waybill (AWB)
- C426 with cover letter from respective embassy (diplomat)

Specific Information

- As of 1/1/17, owners of the goods must go online to apply for a Transfer of Residence (ToR).
 - An approval will allow the owner of the goods to import their personal & household effects goods into the UK with relief from import duties and charges.
 - Application must be made before packing shipment.
 - Once approval is obtained, the owner of the goods will be given a Unique Reference Number (URN) which will need to be passed onto UK Customs in place of the previous customs form C3.
 - The C3 form will become obsolete on 3/31/2017 and will not be acceptable for Customs clearance after this date.
 - The link to the ToR application can be found at the end of this document in 'Consignment Instructions.'
 - Contact destination agent for further questions.
- Documents must be received by agent prior to arrival of the shipment.
- The agent may charge fees for incomplete or delayed receipt of documentation.
- Inherited goods require C1421 form, copy of death certificate, and copy of the living will
- You must submit the ToR application within 12 months of the date of entry into the UK.
- You can bring personal belongings or private vehicles free of duty and tax as long as you:
 - are moving your normal place of residence to the UK only
 - have had your normal place of residence outside the EU for a continuous period of at least 12 months
 - have possessed and used the belongings for at least 6 months outside the EU before they're imported

Motor Vehicles

Documents Required

- ToR1 Application
- Original bill of lading / air way bill
- Declaration form C384 (if less than 6 months old)
- Copy of registration documents proving ownership

Compass RELOCATION

- Insurance policy documentation (copies from country of origin proving use)
- Utility bills / bank statements that prove place of residence was outside the European Union and exceeded 12 months

Specific Information

- Duty-free entry is permitted if the vehicle has been possessed and used for at least 6 months outside the European Union before it is imported and will not be sold or otherwise disposed of for 12 months after the date of importation.
- Owners of the goods register their intention to import a vehicle in advance to starting the process of shipping with the DVLA.

Pets

Documents Required

- Vaccination record
- Veterinary health certificate
- Form C5
- Import license

Specific Information

- Animals must comply with the Pets Travel Scheme (PETS)
- Pets must be licensed by the Animal Health department
- Pets are quarantined upon entry into the country
- Animals must be fitted with a microchip (Scotland)
- Dogs must receive a tapeworm treatment within 105 days of arrival (Scotland)
- Pets that do not qualify to enter Scotland / United Kingdom under the Non-Commercial Movement of Pet Animals are required to obtain an import license prior to import.
- Pets will be detained at the owner's expense at an approved quarantine facility until compliant.
 - Call agent to verify that a facility is available in the country.
- Certain requirements must be met regarding the vaccination against rabies for specific countries.
 - Contact the destination agent for additional information.

Restricted/Dutiable Items

- Firearms, explosives, and ammunition
- Fruit, vegetable, and plant products
- Cigarettes (200), cigarillos (100), cigars (50), tobacco (250g)
- Spirits / liqueurs (more than 22% - 1 liter)
- Fortified wine or alcohol less than 22% (2 liters), still wine (4 liters), beer (16 L)
- Imitation firearms
- Offensive weapons
- Live animals
- Endangered animals or plants and products thereof (required a valid CITES permit)
- Fur skins and articles made from fur skin
- Radio transmitters
- Rough diamonds
- Animal food products



Prohibited Items

- Illicit drugs
- Knives
- Self-defense sprays
- Stun guns
- Indecent and obscene material
- Counterfeit, pirated and patent-infringing goods
- Milk products from outside the European Union (England, Scotland)