



## Moving to Belgium – a guide to the documents needed

Used or secondhand household goods and personal effects may be imported into Belgium duty and tax free providing they have been used overseas (outside the EU) for a minimum of 6 (six) months prior to importation.

### DOCUMENTS REQUIRED

- Photocopy or scanned copy of passport showing picture and signature.
- Inventory list or packing list without values in English, French or German with the original signed by customer.
- Signed VERHUIS questionnaire confirming all household goods are for personal use and owned for more than 6 months.
- Copy town hall registration or substitute: a provisional registration – attestation of arrival (aankomst attest/attestation d'arrivée) from the Belgian commune of residence.
- Copy letter of employment and/or any other documents such as originals of utility bills proving that the customer lived for at least one year in the country of departure prior to arrival in Belgium.
- For returning Belgian citizens only: a certificate of change of residence from the last Belgian commune of departure.
- Copy ocean bill of lading (OBL) or airwaybill (AWB) from the origin removal agent.
- For diplomatic shipments only: customs form 136F and diplomatic attestation.

### ALCOHOL

Duty and tax is payable on all alcohol imported into Belgium. An inventory containing the type (wine, whisky etc), the bottle size, the number of bottles, alcoholic strength (abv%) and the value will be required in order for customs to calculate the duty and tax payable. Including items like these can delay customs clearance and incur additional costs.

### NEW GOODS

Duty and tax is payable on all items that are new or less than 6 months old. A detailed list of these items is required along with the original purchase invoices from the supplier(s). Including items like these can delay customs clearance and incur additional costs.

### PROHIBITIONS AND RESTRICTIONS

Drugs and narcotics, firearms and ammunitions, untreated wood, stuffed animals and animal skins, Ivory and other CITES protected animal products, certain foods and live or dead plants. Check before shipment!

**Please ensure you forward all of the required documents to your removal company before you leave the country you are moving from. Incomplete or incorrect documents will result in delays and additional cost. Motor vehicles, inherited goods or wedding trousseau require additional documents.**