



WORLDWIDE RELOCATIONS

US CUSTOMS FORMS

Following are instructions for completion of the attached US Customs Forms.

There are three forms;

1. Declaration for Free Entry of Unaccompanied Articles – Form 3299
2. Supplemental Declaration for Unaccompanied Personal and Household Effects
3. Power of Attorney

Note: There are five pages of instructions (including this one) and four pages of forms to complete

PLEASE RETURN THE COMPLETED, SIGNED FORMS TO THE MOVING COMPANY AT THE TIME OF PICK UP AND KEEP A COPY FOR YOUR FILES.

PLEASE PROVIDE A COMPLETE SET FOR EACH SHIPMENT THAT YOU HAVE (SEA or AIR).



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PART III

Leave blank, completed by returning US Military personnel and Evacuees only

PART IV

Section A Completed by Residents and Non-Residents
For items 1 to 6, check the items which apply to your shipment

Section B Completed by Residents and Non-Residents
Check items 7 and/or 8 for household goods acquired abroad

Section C Completed by Residents only
For items 9 to 11, check the items that apply to your shipment

Section D All items in Part IV, Sections A, B or C, must be itemised in Section D. If you did not check any items in Part IV, write “NONE” in Section D (By leaving it blank, Customs may think you have overlooked this section)

PART V

Leave blank; to be completed by The Moving Company’s US partner

PART VI

1. Check “B” for Importer
2. Sign your full name as it appears in your passport
3. Current date

PART VII

Leave blank; for US Customs use only



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SUPPLEMENTAL DECLARATION FORM

The Supplemental Declaration Form includes information regarding the owner of the goods (importer). It must be submitted with the 3299 Form.

Item numbers correspond to the numbers on the form.

Numbers 1 to 14: All items must be completed by the owners of the goods; questions are self-explanatory.

Numbers 15 to 16: Leave blank; completed by The Moving Company

Number 17: Check "B" for Importer

Number 18: Sign your full name as it appears in your passport and the current date

POWER OF ATTORNEY

Most used household goods shipments can be cleared through US Customs with a completed 3299 Form and Supplemental Declaration. However, if there are dutiable items in the shipment, additional forms are required by Customs. The Power of Attorney form enables our US Customs Brokers to complete and sign these forms on your behalf. Any additional information required from you will be obtained by telephone or fax. The form will be kept on file with the Customs Broker.

Item numbers correspond to the numbers on the form. Please note that it is not necessary to complete all the blanks on the form, only those instructed below;

1. Leave blank
2. Check the box marked "Individual"
3. Print your full name as it appears in your passport
4. Leave blank
5. Leave blank
6. Leave blank
7. Print your current US address
8. Leave blank
9. Leave blank
10. Print "Until Revoked"
11. Print and sign your full name as it appears in your passport
12. Leave blank
13. Current date
14. Signature of one witness

It is not necessary to have this form notarised.