

Goods	Documents Required	Customs Prescriptions	Remarks
<p><b>Household effects Returning Jordanians</b></p>	<ul style="list-style-type: none"> <li>▪ Export Way Bill / Instructions</li> <li>▪ OBL / HBL /AWB / HAWB</li> <li>▪ Packing List / Inventory</li> <li>▪ Original Passport of the consignee Authorization letter to clear goods on behalf of consignee, notarized by local Jordanian bank</li> <li>▪ Residence and/or work permit in Jordan</li> <li>▪ Electric bill, children school registration, etc.</li> <li>▪ Tax number</li> </ul>	<p>Generally, customs taxes/duties on HHG &amp; P.E are about <b>52%</b> of CIF value. Duties/taxes on electronics are also about <b>52%</b> of the declared value of the goods. Duty free entry if:</p> <p>Returning Citizens are Jordanians who spent more than 2 years abroad. They must hold a valid passport showing their national I.D. number and a cancelled residence permit abroad.</p> <p>The following documents may be provided by the returning citizen as evidence of termination of residency abroad:</p> <ol style="list-style-type: none"> <li>1. Copy of a residential Legalized lease contract or house ownership title in Jordan</li> <li>2. Children's registration forms in Jordanian schools</li> <li>3. Endorsed new work contract.</li> <li>4. Letter of termination of employment or the resignation abroad.</li> </ol> <p>The household effects have been owned and used abroad by the owner and for his continued personal use.</p> <p>Effects are used more than 30% (extent of use is normally assessed by customs officers)</p>	<p>Duration of clearance procedures &amp; release of shipments:</p> <ul style="list-style-type: none"> <li>▪ Air freight shipments: 2 working days</li> <li>▪ Sea freight shipments: <b>7 - 9 working days</b> (provided all documents are in hand and in order)</li> </ul> <p>Exemption from duty does not apply to the following:</p> <ul style="list-style-type: none"> <li>▪ All new items and items used less than 30%.</li> <li>▪ Musical instruments.</li> <li>▪ Office equipment.</li> <li>▪ Satellite equipment.</li> <li>▪ Video cameras.</li> <li>▪ CD's.</li> <li>▪ Facsimile machines.</li> <li>▪ Amounts in excess of the permitted duty free allowance per family of 2 pieces of household electrical appliances.</li> </ul> <p>Returning Jordanians and Non Diplomat Foreign Individuals categories:</p> <ul style="list-style-type: none"> <li>▪ Importation of household effects should take place within 6 months of owner's date of entry and may arrive in several shipments. Owner or spouse should be physically present in Jordan at time of customs clearance.</li> <li>▪ All shipments are subject to full physical customs inspection. The presence of owner is advisable in order to answer any of the Inspector's questions. If any item is locked, keys should be available.</li> <li>▪ Video and audiocassettes, books, magazines, records &amp; CD's are subject to</li> </ul>

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			<p>ensorship by the Press &amp; Publications Department thus should be packed separately and marked.</p> <ul style="list-style-type: none"> <li>▪ Cordless telephones will be inspected by the Telecommunications Department. If specifications are not within the permitted criteria the telephone will be confiscated or owner has to re-export it at his own expense.</li> <li>▪ Satellite equipment requires the approval of Radio &amp; TV Corp. Therefore, the equipment's catalogue should be made available &amp; removed from the shipment for physical check. As this usually takes some time, a separate customs formality will have to be made at own owner's cost.</li> <li>▪ Items found unsuitable will be confiscated.</li> </ul>
<p><b>Non Diplomat Foreign Individual</b></p>	<ul style="list-style-type: none"> <li>▪ As above for the returning Jordanians.</li> </ul>	<p>As above for the returning Jordanians.</p>	
<p><b>Diplomats' Removals &amp; motor vehicles</b></p>	<ul style="list-style-type: none"> <li>▪ Original OBL/AWB.</li> <li>▪ Franchise letter. This is obtained by Embassy on behalf of the Diplomat from the Ministry of Finance/ Customs through the Ministry of External Affairs.</li> <li>▪ Import customs declaration form stamped and signed by the Embassy.</li> <li>▪ Inventory list.</li> <li>▪ Tax number (client or Embassy)</li> </ul>	<p>Duty free entry.</p>	<p>A diplomat must be in Jordan prior to his/her HHG arrival. They need to register with the Ministry of Foreign Affairs through their Embassy for in order to be granted the exemption status of custom duties and taxes on their HHG &amp; Cars.</p>
<p><b>Expatriates</b></p>	<ul style="list-style-type: none"> <li>▪ Export Way Bill / Instructions</li> <li>▪ OBL / HBL /AWB / HAWB</li> <li>▪ Valued Packing List / Inventory</li> <li>▪ Copies of Consignee's Passport</li> <li>▪ Authorization letter to clear goods on behalf of consignee, notarized by local Jordanian bank.</li> <li>▪ Tax number.</li> <li>▪ Authorization letter to clear goods on behalf of company, but it is not necessary to be notarized by local Jordanian bank.</li> </ul>	<p>For regional offices, if the name of the person is on the registration certificate of the office at the Ministry of Trade and Commerce (usually it is if the person is the acting manager with signature authority,) then the goods will get exempted from custom duties. The exemption is considered under the assumption that the HHG are used and not new. If the client's name is not mentioned on the office registration certificate</p>	

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		but is an employee of the company, then the company should address the Custom Department along with the shipping document & P/L requesting their approval to exempt the shipment from custom duties & taxes. If exemption is granted it will be free from custom duties only, but VAT will be applicable.	
<b>Motor vehicles</b>	<ul style="list-style-type: none"> <li>▪ OBL</li> <li>▪ Ownership title.</li> <li>▪ Valid motorcar license.</li> <li>▪ Import customs declaration form signed by owner.</li> </ul>	Subject to duty and VAT taxes.	<ul style="list-style-type: none"> <li>▪ Imports of motor vehicles not older than five years will not be allowed even if they are under diplomatic status.</li> <li>▪ Passenger Cars operating on diesel are NOT ALLOWED</li> <li>▪ If the consignee is duty exempt (i.e. a diplomat) then the car would be tax exempt as well.</li> <li>▪ If the consignee is a taxed foreigner importing a car in his/her name, then the vehicle can be imported on a temporary entry basis for a period up to 6 months with a renewal every 3months. After the temporary period the car would have to leave the country or the owner would have to pay full customs duties.</li> <li>▪ If the consignee is a returning Jordanian then s/he would have to pay customs duties in all cases, unless the same car was exported earlier from Jordan (all customs duties paid), and is now being re-imported.</li> <li>▪ Cars older than five years will not into Jordan even if they are under diplomatic status.</li> </ul>
<b>Pets and live animals</b>	<ul style="list-style-type: none"> <li>▪ AWB.</li> <li>▪ Owner / birth certificate (Registration certificate).</li> <li>▪ Health certificate.</li> <li>▪ Vaccination certificate.</li> </ul>	Duty free entry.	
<b>Arms, ammunition</b>		Importation prohibited.	
<b>Drugs and narcotics</b>		Importation prohibited.	
<b>Pornographic literature, films and photographs</b>		Importation prohibited.	



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<b>Remarks</b>	<p>Exemption from customs duties does not apply to the following:</p> <p>All new items Electric Appliances not more than two pieces of each type, excluding the following items where exemption shall cover only one piece of each type.</p> <ol style="list-style-type: none"><li>1. Video Cameras</li><li>2. Personal Office Equipment</li><li>3. Satellite Receivers and their all accessories (Dish, Signal receiver)</li><li>4. Musical Appliances</li><li>5. Personal Computer</li></ol>		
<p>Note : This document is subject to change as per Customs Rules &amp; Regulations and it is recommended to verify this information with respective GAC Office Operations Department prior to shipping.</p>			