

## Moving Guide

MovingJapan.com offers a complete port-to-door service, from clearance at Japan Customs to general setup of furniture and disposal of garbage. This document outlines the steps taken through Japan Customs and delivery of your personal effects to your home.

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### □(1) UNACCOMPANIED BAGGAGE – A GENERAL GUIDE

For the most part, if you are moving to Japan and plan to stay for more than one year, your family's household effects being used by the members of your family may be imported free of duty and/or tax within the limit deemed 'reasonable'. Impo

The image shows a sample of a Japanese Customs Declaration form (Form 1). It includes sections for:
 

- 1. Importer information (Name, Address, etc.)
- 2. Description of Imported Effects (Table with columns for Quantity, Unit, Value, etc.)
- 3. Prohibited Articles (List of items that are not allowed to be imported)
- 4. Restricted Articles (List of items that require special permits)
- 5. Duty-Free Allowance (Information regarding tax-free allowances)

**(2) IMPORT PROHIBITED & RESTRICTED ITEMS (Examples):**

**Prohibited**

- Narcotic drugs, stimulants, marihuana, MDMA, etc.
- Firearms such as pistols, revolvers, etc.
- Counterfeit, altered or imitated bank notes, coins or securities, and forged credit cards
- Obscene or immoral materials
- Articles which infringe upon intellectual property rights
- Explosives (dynamite etc), materials for chemical weapons

**Restricted**

- Hunting guns, swords, etc
- Internationally protected endangered animals, plants, or their products (eg crocodile, cobras, turtle)
- Live animals and plants, meat products, vegetables, fruits, rice, etc.
- Pharmaceutical products, cosmetics

**(3) JAPAN POINTS OF ENTRY (Please limit to these ports/airports):**

Please ensure bills of lading and/or air waybills are affreighted to following ports only:

	<b>Kansai Area</b>	<b>Kanto Area</b>
<b>Sea</b>	Osaka Port	Yokohama Port
<b>Air</b>	Kansai Airport (Also known as	
Osaka International Airport)	Narita Airport	

**□ (4) CONSIGNMENT & NOTIFY INSTRUCTIONS (All shipments):**

Please ensure bills of lading and/or waybills are consigned per below. If the actual shipper already has a registered address in Japan, the Consignee box can show the actual address.

**Consignee:**

CUSTOMER NAME (Complete name as in Passport)

C/O VANCOMBE INC

KITA AOYAMA 1-6-4-210, MINATO-KU

TOKYO, JAPAN 107-0061

**Notify:**

VANCOMBE INC

KITA AOYAMA 1-6-4-210, MINATO-KU

TOKYO, JAPAN 107-0061

TEL: 81-3- 6824-5445 FAX 81-3- 6824-5443

EMAIL: [INFO@MOVINGJAPAN.COM](mailto:INFO@MOVINGJAPAN.COM)

## (5) REQUIRED DOCUMENTS FOR IMPORT CUSTOMS CLEARANCE FROM CUSTOMER

In general, the following documents are required for import customers clearance.

**Packing List & Invoice** Description of all items contained in each package is required. Each box must be accompanied by a Packing List & Invoice in the UNACCOMPANIED BAGGAGE section. You must also supply us with an **Unaccompanied Personal Effects Declaration**.

**Passport Copy** Please send a copy of the following page(s):-

- The picture page: The page that contains your signature
- The information page: The page showing your name, age, nationality, etc
- The custom's entry date page (arrival date): Your work visa information for Japan that entitles you to enter Japan
- If you are coming from a country other than your own, Japan Customs will also require a copy of your passport

## (6) JAPAN DESTINATION RATES:

If you would like to obtain a quote for import services of personal effects into Japan, please contact us and advise delivery address, Port/Airport of entry, volume & weight.

CUSTOMER NAME (Complete name as in Passport)

C/O VANCOMBE INC

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