

**DOCUMENTS INSTRUCTIONS TO IMPORT INTO ITALY**

IMPORT DUTY FREE	IMPORT TAX PAYABLE	COMMERCIAL	DIPLOMATIC	INHERITANCE	STUDENT
<p>In order to be in a position to import goods free of Duty and Tax into Italy, the shipper needs to prove:</p> <p>1) That has been living and resident outside the EU (European Community) territory for more than 12 months consecutively and is returning to, or arriving in Italy to take up residence, no later than 12 months prior to the shipment arrival.</p> <p>2) All personal effects and household goods have been purchased and used by the shipper at least 6 months prior to shipping and are intended for the personal use of the shipper only (not for sale or commercial use).</p> <p><b><u>In any other case, Tax and Duty will be payable.</u></b></p>	<p>Taxes and duties will be payable in the following cases:</p> <p>1) The shipper has not been living and resided outside the EC (European Community) territory for longer than 12 months consecutively</p> <p>2) The goods subject to import have been owned by the shipper for more than 6 months</p> <p>3) The shipper does not intend to cancel his residence in the UK</p> <p>4) The shipper has never Moved his residence from Italy to UK (he is not Aire registered)</p>	<p>In cases where the imported goods are new and/or accompanied by a commercial invoice</p> <p><b><u>Tax and Duty will be payable.</u></b></p>	<p>Tax and duty free importation providing Diplomatic status is valid in Italy</p>	<p>In case the goods to be shipped are part of an inheritance, can be import in Italy Tax &amp; Duty free.</p> <p>1) Importation must take place within 2 years from the Will/Testament date</p> <p>2) Importer must be Italian resident</p>	<p><b>CASE 1:</b> Returning Italian citizen after study period in UK</p> <p><b>CASE 2:</b> British student attending school in Italy</p>
<p align="center"><b><u>DOCUMENTS REQUIRED</u></b></p> <p>1) Copy of the passport of importer (only photo page);</p> <p>2) Copy of his Codice Fiscale Card (Italian national insurance number) <b>or</b> Tessera Sanitaria Card <b>or</b> Certificato di Attribuzione Codice Fiscale*;</p> <p>3) Copy of Repatriation Letter to be obtained from the Italian Consulate at origin (<b>only applicable to Italian citizens AIRE registered</b>) <b>or</b> copy of Letter <b>or</b> Email from the Town Hall at destination, confirming that the shipper has recently requested residence in Italy;</p> <p>4) Packing list/inventory</p> <p>5) Advice date of moving in UK from (DD/MM/YYYY), and date of registration at Italian town hall. Self declarations will be filled in by this office and sent to client for signing only as soon as details are known</p>	<p align="center"><b><u>DOCUMENTS REQUIRED</u></b></p> <p>1) Copy of the passport of importer (only photo page);</p> <p>2) Copy of his Codice Fiscale Card (Italian national insurance number) <b>or</b> Tessera Sanitaria Card <b>or</b> Certificato di Attribuzione Codice Fiscale*;</p> <p>3) Packing list/inventory</p>	<p align="center"><b><u>DOCUMENTS REQUIRED</u></b></p> <p>1) Exporter EORI number;</p> <p>2) IMPORTER VAT number</p> <p>3) Copy of sales invoice/purchase receipt</p> <p>4) Copy of Export Licence for Art work (where applicable)</p>	<p align="center"><b><u>DOCUMENTS REQUIRED</u></b></p> <p>1) Copy of the passport of importer (only photo page);</p> <p>2) Copy of his Codice Fiscale Card (Italian national insurance number) <b>or</b> Tessera Sanitaria Card <b>or</b> Certificato di Attribuzione Codice Fiscale*;</p> <p>3) Copy of the import exemption request issued by the hiring Entity (The document must indicate the client's data, the nature of the imported goods, the number of items and the value. They must also indicate client's residence address in Italy.)</p> <p><u>Point 3</u> can be replaced by Mod.180 raised by hiring Entity (Embassy) and courier to import custom broker in original</p>	<p align="center"><b><u>DOCUMENTS REQUIRED</u></b></p> <p>1) Copy of the passport of beneficiary (only photo page);</p> <p>2) Copy of his Codice Fiscale Card (Italian national insurance number) <b>or</b> Tessera Sanitaria Card <b>or</b> Certificato di Attribuzione Codice Fiscale*;</p> <p>3) Copy of the Will showing goods receiver has inherited (must match the inventory)</p> <p>4) Copy of the Deed of Succession ("Dichiarazione di Successione") signed by the Notary;</p> <p>5) Copy of the Death Certificate;</p> <p>6) List of goods with values</p>	<p align="center"><b><u>DOCUMENTS REQUIRED</u></b></p> <p>* <b>CASE 1:</b> - Copy of the passport of importer (only photo page) - Copy of his Codice Fiscale Card (Italian national insurance number) <b>or</b> Tessera Sanitaria Card <b>or</b> Certificato di Attribuzione Codice Fiscale*; - Copy of Repatriation Letter to be obtained from the Italian Consulate at origin <b>or</b> Email from the Town Hall at destination confirming that the shipper has recently requested residence in Italy - Packing list/inventory - Copy of the "Letter of approval" issued by the College/School in the UK at which he studied</p> <p>* <b>CASE 2:</b> - Copy of the passport of importer (only photo page) - Copy of his Codice Fiscale Card (Italian national insurance number) <b>or</b> Tessera Sanitaria Card <b>or</b> Certificato di Attribuzione Codice Fiscale*; - Packing list/inventory - Copy of the "Letter of approval" issued by the College/School in Italy</p>
<p align="center"><b><u>ADDITIONAL NOTES</u></b></p> <p>In order to meet the required delivery time frame, all documents will need to be received 5-7 days prior to the schedule truck departure date</p>	<p align="center"><b><u>ADDITIONAL NOTES</u></b></p> <p>Proof of payment for Duty &amp; Tax will need to be received 3 - 5 days prior to the schedule truck departure date.</p>	<p align="center"><b><u>ADDITIONAL NOTES</u></b></p> <p>Proof of payment for Duty &amp; Tax will need to be received 3 - 5 days prior to the schedule truck departure date.</p>	<p align="center"><b><u>ADDITIONAL NOTES</u></b></p>	<p align="center"><b><u>ADDITIONAL NOTES</u></b></p> <p>Should 3) be unaccessible, wait for the "Deed of Succession" to be issued by the Notary.</p>	<p align="center"><b><u>ADDITIONAL NOTES</u></b></p>

\* Please note that the CODICE FISCALE is a mandatory document without which it will be impossible to import. To request it, contact the Consulate of Italy, or follow the link below: <https://www.agenziaentrate.gov.it/portale/web/guest/riciesta-o-duplicato-codice-fiscale>