



# Importing Personal Property Into

# MEXICO

## IMPORTING HOUSEHOLD GOODS AND PERSONAL EFFECTS

### DUTY-FREE ENTRY IS PERMITTED IF THE FOLLOWING REQUIREMENTS ARE MET:

- The goods and personal effects are used and have been in the shipper's possession for at least 6 months prior to the date of customs clearance.
- Returning nationals must have lived outside of Mexico for at least 2 years.

### **Notes:**

- Household and electrical appliances, furniture, clothing, books, bookcases, works of art and tools necessary for one's trade/profession are considered household goods/ personal effects.
- New items include items purchased less than 6 months prior to customs clearance and any item in unopened, original packaging. New items must be packed together in an accessible location for easier identification.
- New items must be declared. If customs authorities find during inspection, undeclared new items or items not on the list of goods, these items will be confiscated and the shipper may have to pay fines or penalties, and may face legal liability. Also, the entire shipment may be held or confiscated.
- If there are no new items in the shipment, insert the following statement in the inventory: "No hay ningunos artículos nuevos en los efectos."
- New items must be declared separately, based on Rule 3.6.3 of the Mexican Customs Code. Therefore, in effect, whenever there are new items there are essentially two imports.
- Motor vehicles are not categorized as household goods or personal effects and therefore must be shipped separately.
- The amount of household goods must be in accordance with the number of members in the shipper's household.

### **Notes (Continued):**

- Duplication of certain items, especially major electronic items, must be avoided.
- Shippers with an FM-3 Visa are allowed to have their household effects in Mexico on a temporary basis. These same effects must be exported upon the departure of the shipper from Mexico, excluding new items on which duties were paid at the time of importation.
- If there is an air and surface shipment, it is suggested that the air shipment include only personal effects and that no electrical items be included. Air shipments must be accompanied by a valid passport and the original typed and signed list of goods, in Spanish. Air shipments are considered unaccompanied personal effects. If items other than clothes, shoes, books and personal care items are included in the air shipment, these items may incur duties.
- There is a limit on what a shipper can bring in as **new** and pay duties on. Any items exceeding the limit simply cannot be brought in. These limits are (according to Customs Rule 3.6.3):
  - Toys 10
  - Electronic Toys 2
  - Furniture 10 pieces / 3 sets
  - Clothes & Access. 10
  - Shoes 3 pairs
  - Sporting Goods 1
  - Bicycle 1
  - Large appliances 6 items
  - Computer parts 5
  - Professnl. equip. 1 set
  - Tools 2 sets
  - Imitation jewelry 20
  - CDs, tapes, etc. 20
  - Jewelry 3

## IMPORTING HOUSEHOLD GOODS AND PERSONAL EFFECTS

### REQUIRED DOCUMENTS FOR HOUSEHOLD GOODS

#### **For Returning Nationals**

- ✓ Signed original and 3 copies of the shipper's residence certificate, issued by the Mexican Consulate at origin.
- ✓ Signed original and 3 original copies of the typewritten inventory in Spanish, certified by the Mexican Consulate at origin. The list must state the brand, model number, serial number and country of manufacture of all electric and electronic items.
- ✓ Copy of the shipper's valid passport.
- ✓ Signed, original **Declaratory Letter** in Spanish addressed to Mexican customs stating the items in the shipment are used, their value in U.S. dollars, and that no prohibited items are included in the shipment. (See "Example 1")
- ✓ Mexican tax number of the shipper of the goods.
- ✓ New items require the following:
  - ✓ Legible invoices
  - ✓ Advance on duties to be paid

#### **For Long-term Foreign Residents (FM-2 Visa):**

- ✓ Signed original and 3 original copies of the list of goods in the shipment, typed in Spanish, certified by the Mexican Consulate at origin. Values and elaborate descriptions of the items are not required on this list. The brand, model and serial numbers and country manufacture must be stated for all electric and electronic items.
- ✓ Copy of the shipper's FM-2 Visa.
- ✓ Signed, original **Declaratory Letter** in Spanish addressed to Mexican customs stating the items in the shipment are used, their value in U.S. dollars, and that no prohibited items are included in the shipment. (See "Example 1")

- ✓ New items require:
  - ✓ Signed original letter addressed to Mexican customs in Spanish declaring the use and value (in U.S. dollars) of the goods in the shipment. (See "Example 2")
  - ✓ Legible invoices
  - ✓ An advance on the duties to be paid

#### **For Short-term Foreign Residents (FM-3 Visa):**

- ✓ Typed, signed original list of goods in the shipment in Spanish with the individual values in U.S. dollars. The list must state the brand, model and serial numbers and country of manufacture of all electric and electronic items.
- ✓ Copy of the shipper's FM-3 Visa.
- ✓ If the shipper is relocating for work, a signed original letter of guarantee, on corporate stationary, from the shipper's employer in Mexico (see "Example 3").
- ✓ Copy of the power of attorney of the person signing the letter of guarantee.
- ✓ The Mexican tax number (R.F.C. "cédula") of the corporate employer.
- ✓ Signed, original **Declaratory Letter** in Spanish addressed to Mexican customs stating the items in the shipment are used, their value in U.S. dollars, and that no prohibited items are included in the shipment. (See "Example 1")
- ✓ New items require:
  - ✓ Signed original letter addressed to Mexican customs, in Spanish, declaring the use and value of the shipped goods (see "Example 2).
  - ✓ Legible invoices
  - ✓ An advance on the duties to be paid

#### **For Diplomats**

- ✓ Photocopy of the diplomatic passport
- ✓ Diplomatic franchise obtained by the Embassy in Mexico
- ✓ Typed inventory in Spanish, with make, model and serial number of electric items

## IMPORTING PETS AND MOTOR VEHICLES

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### PROHIBITED ITEMS

- Firearms, weapons, ammunition and explosives.
- Illicit drugs
- Pornographic material
- Boats and motorized vehicles other than automobiles
- Foodstuffs
- All alcoholic beverages

*Note: Goods may be inspected by anti-narcotics agents, agricultural authorities (depending on origin), and may also be inspected separately by customs officials at least once. Any items not declared, or those that are new, are subject to confiscation as contraband, possibly delaying the shipment for an extended period of time.*

### DUTIABLE/ RESTRICTED ITEMS

- All medicines must be accompanied by a doctor's prescription.
- Inheritances require an import permit.
- All new items less than 6 months old are dutiable.
- Artwork and antiques (must be considered household goods)

### IMPORTATION OF PETS

- Pets may be imported duty-free.
- Pets other than cats or dogs, such as birds, turtles or fish, require a quarantine period at the owner's expense.
- Fax documents at least 10 days in advance to avoid any delays in pet release

### ACKNOWLEDGMENTS:

- Pan American International Movers Association, [www.paima.com](http://www.paima.com), 2005.
- Atlas Mexicana, 2002
- 4moversww.com, April 2000.

The information presented herein is based on customs data available at the time of printing and is frequently subject to change without notice. It is the responsibility of the owner or importer of the household goods to comply with the current customs restrictions, regulations, and duties of the country to which the goods are imported. We strongly advise customers to contact the consulate or embassy of the destination country for the most current information on customs regulations, restrictions and duties for importing household goods, personal effects and vehicles.

### REQUIRED DOCUMENTS

- ✓ US Veterinarian Certificate Form 77-043
- ✓ Rabies inoculation certificate valid at least 6 months prior to importation.
- ✓ Health certificate

### IMPORTATION OF MOTOR VEHICLES

- Diplomats may temporarily import vehicles duty-free with the appropriate documents from the Mexican diplomatic mission at origin.
- Returning nationals and persons with an FM-2 Visa cannot import automobiles duty-free. Import permits, which are rarely granted, are required.
- Shippers with an FM-3 Visa can temporarily import vehicles. The auto-mobile cannot be sold in Mexico and must be exported when the shipper's visa expires. The shipper must personally cross the vehicle into Mexico and only the shipper or a member of his or her immediate family may drive the vehicle in Mexico.
- Only vehicles up to 3 tons are permitted importation unless it is a mobile home, in which case any type or tonnage is permitted.

### REQUIRED DOCUMENTS

- ✓ Original visa (for shippers who are not returning Mexican citizens)
- ✓ Passport
- ✓ License
- ✓ Title
- ✓ Driver's license
- ✓ Letter of credit from financing company if the vehicle has a lien on it.
- ✓ International credit card, such as Visa, Mastercard or American Express.

# (Example 1)

(date in Spanish)

C. Administrador de la Aduana  
de (point of customs clearance)  
Presente.

Muy señor nuestro:

Por medio de la presente y bajo protesta de decir verdad y de acuerdo con el Artículo 106, Fracción IV, inciso b de la Ley Aduanera en vigor y Artículo 140, Fracción III del Reglamento a la Ley Auanera, manifiesto a Usted que me obligo a retornar mi menaje de casa, al término de mi calidad migratoria en este país, así como dar aviso a la autoridad aduanera, en caso de tener cambio de domicilio en territorio nacional.

Asimismo manifiesto a Usted no traer dentro de mi menaje de casa armas de fuego, municiones, drogas, ni artículos prohibidos por la ley y que mi menaje de casa llegado a esta Aduana a su digno cargo es totalmente usado y ningun artículo es Nuevo [insert the following only if there are new items in the shipment] [salvo lo que se detalla a continuación:

Description of new items in Spanish, one per line    \$ (value in U.S. dollars) ]

El valor total estimado de mi menaje de casa es de \$ (total value of the shipment) U.S. Dólares.

De antemano agradezco la atencion que a la presente brinde, a efecto de conceder la importación de los artículos mencionados.

Atentamente,

(name and signature)

(origin address)

(destination address)  
(destination telephone)

## (Example 2)

(date in Spanish)

C. Administrador de la Aduana  
de (point of customs clearance)  
Presente.

Muy señor nuestro:

Por medio de la presente y bajo protesta de decir verdad y de acuerdo con los Artículos 61, Fracción VII de la Ley Aduanera en vigor, 90 y 91 su Reglamento, manifiesto a Usted no traer dentro de mi menaje de casa, armas de fuego, municiones, drogas, ni artículos prohibidos por la ley y que mi menaje de casa, llegado a esta Aduana a su digno cargo, es totalmente usado y ningún artículo es nuevo [insert the following only if there are new items in the shipment] [salvo lo que se detalla a continuación:

Description of new items in Spanish, one item per line    \$ (value in U.S. dollars) ]

Asimismo declaro que el valor total estimado de mi menaje de casa es de \$ (total value of the shipment) U.S. Dólares.

De antemano agradezco las atenciones que se sirva dispensarme, a efecto de conceder la importación de los artículos mencionados.

Atentamente,

(name and signature)

(origin address)

(destination address)  
(destination telephone)

## (Example 3)

(letterhead of Mexican corporation)

(date in Spanish)

C. Administrador de la Aduana  
del (point of customs clearance)  
Presente.

De conformidad con lo dispuesto en el Artículo 141, Fracción IV del Código Fiscal de la Federación, por medio de la presente se está otorgando obligación solidaria asumida por tercero, con la finalidad de garantizar el interés fiscal en la importación temporal del menaje de casa del Sr. o Sra. (name of owner of the goods) por esta Aduana a su digno cargo al amparo del Artículo 106, Fracción IV Inciso b de la Ley Aduanera.

Por medio de la presente, nos obligamos solidariamente con los créditos que resulten a cargo del importador, en caso de que este no cumpla con las obligaciones de la importación temporal.

Atentamente,

(name and signature of the legal representative of the Mexican corporation)  
(corporate R.F.C. number)

(Example 4)  
(for all air shipments)

(date in Spanish)

C. Administrador de la Aduana del  
Aeropuerto Internacional de la Ciudad de México  
Presente.

Estimados señores:

Sirva la presente para otorgar poder amplio y cumplido al Sr. (name of destination agent employee who will clear the air shipment) para que en mi nombre y representación realice los trámites a fin de desaduanar mi embarque amparado con la guía (airway bill number).

Si es menester ampliar la presente, me pongo a sus órdenes incondicionalmente.

Atentamente,

(signature)

Acepto el poder con todos los derechos y obligaciones que se causen.