



Import Customs Guide **KAZAKHSTAN**

Information from ADA Europe

Import Customs guide KAZAKHSTAN



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| GOODS | DOCUMENTS REQUIRED | CUSTOMS PRESCRIPTIONS | REMARKS |
|---------------|---|---|--|
| Removal goods | <p>1. Documents to be provided by consignee at destination for further import customs process:</p> <ul style="list-style-type: none"> ▪ <u>Non-residents:</u> <ul style="list-style-type: none"> ▪ Passport copy. ▪ Valid diplomatic card copy, if applicable. ▪ Local visa copy (visa must be valid on shipment's arrival date). ▪ Document copy with Individual Identification Number (IIN). ▪ Employment confirmation on letterhead of employer (sample provided by your local agent) - 3 originals. ▪ Notarized power of attorney (or power of attorney on letterhead of employer) for your local agent to handle customs process (sample provided by your local agent) - 3 originals. ▪ Notarized power of attorney (or power of attorney on letterhead of employer) for rail terminal handling, if applicable (sample provided by your local agent) - 2 originals. ▪ Customs brokerage agreement (provided by your local agent) – 2 | <ul style="list-style-type: none"> ▪ National Security Committee (NSC) permission must be obtained for electronic appliances. Obtaining of NSC permission costs @ EURO 100 / USD 80 Storage at customs bonded warehouse applies at actual as per receipt. ▪ Import customs declaration may be submitted and customs clearance started only upon receipt by the Customs Committee of customs fee paid to its account. Normally import customs clearance requires approx. 4-5 working days for non-diplomatic shipments & 3-4 working days for diplomatic shipments, provided that all documents are in order. ▪ Additional import charges related to customs duties, fee and VAT, airport/terminal storage charges, if any, should be pre-paid by consignee and are charged additionally to destination services rate. Receipts copies in Russian or Kazakh are presented upon request. ▪ Pre-declaration of household goods prior to actual shipment's arrival is possible only if all submitted shipping documents | <ul style="list-style-type: none"> ▪ Import of used household goods and personal effects to Kazakhstan is subject to payment of import customs duty, fee and VAT according to legislation & official tariff of the Republic of Kazakhstan. They are charged basing on CIF value - cost, insurance, freight value - listed in waybill & other shipping documentation that arrives with the shipment, i.e. cost of transportation in rated waybill or carrier's invoice / confirmation letter + real customs value of goods declared by the owner in detailed valued inventory or invoice that arrived with the shipment. ▪ Customs value of goods may be lower than for insurance purpose but should be realistic to be accepted by customs officers: <ul style="list-style-type: none"> ▪ Customs fee @ KZT 20000 for 1 declaration ▪ Customs duty @ 0-20% of CIF value per kg-net weight (depending on origin & commodity of goods). ▪ Customs VAT @ 12% of CIF value + customs duty + customs fee. |

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| | <p>originals.</p> <ul style="list-style-type: none"> ▪ <u>Residents:</u> <ul style="list-style-type: none"> ▪ ID card copy. ▪ Notarized power of attorney for your local agent to handle customs process (sample provided by your local agent) - 3 originals. ▪ Notarized power of attorney for rail terminal handling, if applicable (sample provided by your local agent) - 2 originals. ▪ Employment confirmation on letterhead of employer (sample provided by your local agent) - 3 originals. ▪ Customs brokerage agreement (provided by your local agent) - 2 originals. <p>2. Documents to be submitted by origin / booking agent:</p> <ul style="list-style-type: none"> ▪ Packing list in English with detailed description, quantity & weight of each carton. General description such as kitchenware, bath items, garage stuff is unacceptable. Items need to be defined as much as possible (i.e. 3 ceramic pots, 18 spoons, 2 Teflon pans, 7 bathroom towels, 4 toothbrushes, one set of screwdrivers, etc.). Description of electronics should contain manufacturer's name, make or model, serial number. ▪ Rated Waybill or shipping cost listed in carrier's invoice or confirmation letter. | <p>conform to those arriving with the shipment (packing list / detailed valued inventory, invoice, rated final waybill to destination & transportation cost). Then import customs duty, fee & VAT may be pre-paid and customs declaration may be submitted prior to shipment's arrival. Upon the shipment's arrival only customs inspection & release take place, provided that shipping documents, CIF value and customs charges proved to be the same as declared in advance.</p> <ul style="list-style-type: none"> ▪ Import customs clearance upon arrival of the shipment will take only 2-4 working days. ▪ Difference, if any, in exchange rate of CIF value currency in USD/EURO to local currency, Kazakh Tenge (KZT), on submission date of preliminary customs declaration vs. date of actual shipment's arrival & customs clearance, should be paid prior to customs release. ▪ As experienced in the past, due to frequent discrepancy in values declared in advance and actual ones in shipping documents for household effects shipments, pre-declaration is not recommendable as in case of discrepancy customs charges & declaration cost should be re-calculated and paid again since customs process starts all over again. | <ul style="list-style-type: none"> ▪ Customs charges can be only estimated by your local agent, exact cost is assessed only during the customs clearance process. ▪ As import customs charges are based on declared in shipping documents value, please do not enclose to a shipment any insurance or other documents with high value of goods. |

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| | <ul style="list-style-type: none"> ▪ All documents must be readable. Information provided in documents must be true and correct. All information in documents must be identical, no weight / value or other discrepancies are allowed. Every instance of discrepancy or unclear entries will cause delays and hold of the cargo by the customs authorities. ▪ Customs Authorities may request any additional info and/or document at own discretion. ▪ Collection of documents for import customs clearance & calculation of estimated import customs duty, fee & VAT can be started only upon receipt of detailed valued packing list, passport & valid visa copies of the owner, final rated waybill, actual documented shipping cost and contact details of consignee at destination. | | |
| Electronics | | <p>National Security Committee (NSC) procedure for import of electronics:</p> <ul style="list-style-type: none"> ▪ Application for NSC permission lists model, make, serial number of electric appliance. ▪ Copies of above mentioned documents, waybill & inventory must be enclosed to application. ▪ Permission is granted within average 7-10 working days. ▪ List of major items requiring NSC permission: <ul style="list-style-type: none"> ▪ Computer, laptop, pc (desktop processor) ▪ All-in-one-desktop computer | |

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| | | <ul style="list-style-type: none"> ▪ Computer parts (including keyboard, mouse, memory card, etc.) ▪ Printer ▪ Copy/Xerox machine ▪ Scanner ▪ VHS-player, Video-recorder ▪ DVD-player ▪ Home theatre/cinema ▪ Stereo-system, subwoofer ▪ Tape recorder ▪ Juke-box ▪ CD-player, MP3 player, iPod, etc. ▪ Telephone ▪ Alarm system, security camera ▪ Amplifier ▪ Radio transmitter, Hi-Fi devices, walkie-talkie ▪ Navigators ▪ Camera, web-camera, flash gun, lens ▪ Video-recorder ▪ Laser equipment (i.e. laser pointer) ▪ IPOD, IPAD ▪ Hard disk ▪ Wi-Fi router ▪ Mobile phone, tablet ▪ Modem, router ▪ Cordless phone ▪ Remote control ▪ Memory card (flash drive, etc.) ▪ MFP (multifunction device) ▪ Baby monitor ▪ Quadcopter, drone ▪ Headphones ▪ Other wireless or Bluetooth equipment <p>▪ NSC permission is required for all above electrical appliances, however you should</p> | |

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| | | mention model, name of manufacturer. | |
| Carpets, paintings, musical instruments, objects of art, antique items, large souvenirs and other artefacts | | <ul style="list-style-type: none"> For future export of such items, you would need proof of their import. For this purpose, please prepare list of items with their details, i.e. name of author, artefact name, metric dimensions, material, description, value, year of production. Musical instrument should be accompanied by its original passport. Such items must be clearly and properly described in the packing list. | |
| Not recommended Items | <ul style="list-style-type: none"> Electronics requires import permission from the National Security Committee which takes approx. 7-10 working days. Satellite antenna or GPS-navigator - requires import permission from Radio Frequency Control Department that takes approx. 7-10 working days. | <ul style="list-style-type: none"> New items – Household goods shipment will be declared as "used household goods" as opposed to commercial cargo. As such household goods shipment should NOT contain ANY NEW ITEMS. | <ul style="list-style-type: none"> Goods in original factory packaging, tags, etc. may be confiscated at the exception of very few reasonable minor items (e.g. lingerie, toys, etc.) which are imported and marked in packing list as "new", then they may be accepted as general household goods but this is not guaranteed. |
| Prohibited items | | <ul style="list-style-type: none"> New items Cash Food items (including dry, canned fish and meat food, spices). Jewellery, precious stones, other high value items, sets & collections Articles made of precious metals (gold, silver), including silverware Beverages, alcohol beverages. Weapons, ammunition Toxic / Radioactive materials Flammables Pornography Religion information or items | <ul style="list-style-type: none"> Import of alcohol is not allowed, 3 liters allowed only for diplomats. |

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| | | <ul style="list-style-type: none"> Rare animals & birds species, skins, horns Stuffed animals & birds Books published earlier than 1961 Used tires Plant Soil Any equipment, containing Freon Printing/Audio/Video materials which are prohibited for import into Kazakhstan: <ul style="list-style-type: none"> Printing/Audio/Video materials with extremism & terrorism info Printing/Audio/Video materials with pornography Printing/Audio/Video materials with propaganda about elections & referendums, violation of laws of participants of the Customs Union Printing/Audio/Video materials with propaganda of Nazi symbols & attributes, and/or symbols & attributes which are like Nazi Printing/Audio/Video materials with any info, which can cause harm to politic, economic interests of Republic of Kazakhstan, its state security, health & morals. | |
| Pets | <ul style="list-style-type: none"> Vaccination certificate. Veterinary certificate (issued by veterinary service in Almaty). Copy of original passport of a pet. Invoice for pet (owner's data & complete information about pet, i.e. name, colour, quantity, country of origin, purchasing value). | <ul style="list-style-type: none"> Import of pets is restricted. Import of some pets from certain countries is prohibited or leads to long-term quarantine. Please check current regulations with your local agent well in advance. | <ul style="list-style-type: none"> Customs charges for cats & dogs per pet: <ul style="list-style-type: none"> Customs duty @10% of CIF value Customs fee @ Euro 50 VAT @ 12% of CIF value + customs duty + customs fee. Customs charges for other animals are available upon request to your agent. |

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| | <ul style="list-style-type: none"> ▪ Ticket of the owner (only for importing accompanied pets). ▪ Power of Attorney (if pet is unaccompanied; should be issued in Kazakhstan). ▪ Blood test (export / only for EU countries entry). | <ul style="list-style-type: none"> ▪ For smooth import of more than two unaccompanied pets, please provide your local agent with official permission from Kazakhstani veterinary authorities prior to shipping a pet. Import permission should be obtained directly by consignee and may take 7-10 working days. ▪ Pet should be vaccinated within 60-30 days before departure for proper effect & reaction identification. ▪ Documents should be verified by your local agent Customs Division & local veterinary authorities minimum 10-15 days prior to pet's planned arrival date. ▪ Import customs charges must be paid prior to customs clearance. ▪ Import of accompanied pets is free of customs charge. | |
| Motor vehicles | <ul style="list-style-type: none"> ▪ Additional documentation requirements: <ul style="list-style-type: none"> ▪ Original certificate of title (technical passport) stating the same owner of the car as shipment's consignee according to waybill. Must arrive with vehicle. ▪ Notarized power of attorney (or power of attorney on letterhead of employer) for your local agent to handle customs process (sample provided by your local agent) - 3 originals. | <ul style="list-style-type: none"> ▪ Vehicles are customs cleared separately from main shipment. ▪ They must conform to Euro 5 standard. ▪ Right-side vehicles are prohibited for import to Kazakhstan since January 1, 2007. ▪ Beside customs charges (duty, fee, VAT) some vehicles are subject to also excise-duty as per customs tariff (see details below). | <ul style="list-style-type: none"> ▪ Customs charges: <ul style="list-style-type: none"> ▪ Customs duty for car manufactured less than 10 years ago with the engine volume up to 3000 cm @ 30-35% on CIF value, but not less than 1.2-5,8 Euro multiplied by the engine volume in cubic cm. ▪ Customs duty for the car manufactured over 10 years ago with the engine volume up to 3000 cm @ 30-35% on CIF value but not less than 1.2-5,8 Euro multiplied by the engine volume in cubic cm. |

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| | | <ul style="list-style-type: none"> Auto cars, motor cycles and other vehicles like Jet Ski, water scooter, yacht, etc. can be imported on temporary import basis subject to customs fee @ 0.2% of C.I.F value paid quarterly basis & periodic dues @ 3% from total amount of customs duty, VAT paid monthly. Please see details in “regimes” paragraph. After customs release vehicle should be registered with local traffic police by presenting original import customs declaration. If owner is a diplomat, his vehicle should be registered first with the Ministry of Foreign Affairs of Kazakhstan and relative registration card should be issued. After checking hi-jacking records with Interpol, Police Department will issue plates and “technical passport” equal to certificate of title suitable for driving locally. According to the Resolution of the Government of the Republic of Kazakhstan vehicles emission standards have been amended. Ecological class-5 (Euro 5) came into force in 2018 and prohibits importation of certain types of vehicles. | <ul style="list-style-type: none"> Excise-duty for the car with the engine volume more than 3000 cm @ 30-35% on CIF value but not less than 0.5 Euro multiplied by the engine volume in cubic cm. Customs fee @ KZT 20000 for 1 declaration. Customs VAT @ 12% of CIF value + customs duty + customs fee + excise-duty, if latter is applicable. Customs authorities can evaluate a vehicle as of higher value according to present Customs Commodity Register and database as vehicles are subject to conditional prices. Customs value for vehicles is based by Customs Authorities on the value of the same last imported vehicle according to customs data. Due to conditional prices for vehicles customs charges for vehicles cannot be advised definitely in advance, they may be changed during the customs clearance process as per request of the customs authorities. If so, whole customs process must be started all over again with additional payment of customs charges and submission of new declaration. |
| Others | <p>Documents required for extension of temporary customs import:</p> <ul style="list-style-type: none"> Import customs declaration copy New consignee's visa copy Notarized power of attorney from consignee; | <p>Local terminal cargo registration & customs declaration requirements:</p> <ul style="list-style-type: none"> Surface shipment must be placed & registered at customs bonded warehouse by the deadline term (maximum 30 days) according to so-called “DKD” – transit | <ul style="list-style-type: none"> Terminal storage charges: <ul style="list-style-type: none"> Air - accumulate immediately upon shipment's arrival and hours are rounded to calendar days, i.e. if shipment arrives at 11:50 pm on January 1, at 12:00 am of the following |

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| | <ul style="list-style-type: none"> Request from consignee's organization to extend temporary import listing required prolongation terms (since and until when) So-called "commitment letter" on letterhead of consignee's organization admitting obligation to re-export the goods until his paid temporary import terms & visa are expired. <p>N.B. Temporary import is advisable only for persons intending to stay in Kazakhstan for a few months up to one year due to complicated and time-consuming process of prolongation and periodical payments, not to mention customs penalties for non-timely prolongation of the owner's visa, temporary import regime or payment of periodical dues.</p> | <p>customs declaration - issued at the customs border point at entry to Kazakhstan.</p> <ul style="list-style-type: none"> Import customs clearance can be started only upon placement of the shipment at customs bonded warehouse and registering there by issuing of so called "brief declaration"; for air & road shipments it follows unloading & waybill registration, for rail shipments - delivery of the container from rail terminal & rail waybill registration. Customs declaration must be submitted within 30 calendar days upon air shipment's arrival and within 30 days since date of surface cargo registration at customs bonded warehouse. Submitted customs declaration must be processed and released within 10 calendar days upon submission. If declaration is not submitted within prescribed period and customs dues are not paid timely following are consequences: <ul style="list-style-type: none"> official fines and penalty will be imposed on actual consignee of the shipment (owner) shipment will be considered as contraband and will be put on hold accumulating storage charges documents for the shipment will be passed to Customs Smuggling Department & Administrative Court for further investigation further import customs clearance will be impossible and whole shipment until the Court decision is announced | <p>day, January 2, it's already considered as being stored for one full day and 2nd storage day). Storage charges apply in the amount of @ 9.00 KT per kg/per day / Kazakh Tenge / per gross kg / per day; THC is @ KZT 12/per gross kg.</p> <ul style="list-style-type: none"> Surface - accumulate immediately upon shipment's arrival, whereas storage charges at customs bonded warehouse accumulate since registration date that may differ from arrival date. Storage charges at rail/truck terminal are separate and additional to storage charges at customs bonded warehouse. Regimes: <ul style="list-style-type: none"> Free circulation regime or permanent import - whole amount of import customs charges is paid at once prior to import customs clearance process. Citizens of Kazakhstan may import household effects on permanent import basis only, thus are liable to pay all customs charges in full and to obtain so called "FAP-card" - card of foreign activity participant - that is usually valid during one year. Obtaining of FAP card by your local agent takes 2 full working days and requires additional set of documents beside those needed for customs clearance: notarized power of attorney, updated original certificate of tax |

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| | | <ul style="list-style-type: none"> ▪ all Court processing fees will be collected from consignee prior to release of his shipment for further import customs clearance (if at all allowed). ▪ If customs declaration was not released within set 10 days then pre-paid by consignee customs fee is cancelled and must be paid again, while new customs declaration must be submitted. | <p>registration number & identity card.</p> <ul style="list-style-type: none"> ▪ Temporary import – possible for items imported temporarily maximum for 3 years. ▪ For temporary import only customs fee is paid at once prior to customs clearance process. Total amount of customs duty and VAT, that would have been paid if goods were imported permanently, is split into 3% periodic dues to be paid monthly. Separate detailed valued inventory is required for temporary imported goods. Temporary import has same validity as consignee's Kazakhstani visa. ▪ No goods imported on temporary basis can be consumed, sold or given away as along with every visa extension either temporary import of exactly the same goods must be prolonged, same goods must be exported or imported on permanent import basis upon payment of the rest amount of customs duty & VAT. ▪ Extending temporary import along with extending consignee's visa in fact means replacing expired visa copy in the customs archives with the newly issued visa. All related documents, such as customs declaration, inventory list, passport copy, etc. remain unchanged without any customs stamps. ▪ Furniture as part of diplomatic shipment must be cleared separately on temporary |

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| | | | <p>import basis.</p> <ul style="list-style-type: none"> ▪ The tenure of such temporary import is based on validity of consignee's diplomatic card. If consignee is diplomatic mission itself, then temporary import expires on the same date as its accreditation in Kazakhstan. Non-residents may import only household electrical appliances on temporary import basis. ▪ For the sake of good order customer must learn these regulations prior to pack out. ▪ As experienced in the past, customs regulations may be revised anytime without notice. ▪ Kindly request to issue all shipping documents very carefully according to above-mentioned instructions that will help to avoid delays, heavy storage and other additional charges. |



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