



centrimex

**Guide
for the export
of personal effects**

MARITIME TRANSPORT

We are pleased to inform you that our company has obtained **AEO certification (Authorised Economic Operator)**; this allows customs simplification and favours safety and security.

Our constant concern is to serve you better; this new European status will strengthen the quality and control of our transport and/or customs clearance operations for your account.

In order to best prepare your shipment we need to remind you of the administrative, customs and regulatory formalities. With this in mind you will find below a guide for the export of personal effects, together with forms that you should complete and sign before returning them to us.

Please note that this information is necessary to ensure the proper operation and the quality of our services.

DOCUMENTS TO BE PROVIDED:

- Photocopy of your identity document;
- Certificate of change of address (request information from your local authority) in the event of a change of address of your main residence;
- Copy of your transfer notice if applicable;
- Detailed inventory with values of the objects to be shipped (see attached appendix)
This document must be dated and signed by the shipper.
- Personal effects declaration (see attached appendix)
- Used tyres: sworn declaration (see attached appendix)
- Refrigerators and freezers: sworn declaration (see attached appendix)
The law prohibits the export of refrigerators and freezers containing certain gases (CFC12, R12, R502, etc.)
- Goods in use: sworn declaration (see attached appendix)
- Direct representation mandate, to be completed (see attached appendix)
- Spare parts: the supplier provides a depollution certificate to testify that they have been depolluted.





CAUTION: used tires, engines and used spare parts that have not been depolluted, electrical equipment, such as television sets containing cathode ray tubes, electrical equipment in poor condition or unserviceable, refrigerators and freezers containing prohibited gases that attack the ozone layer, old mobile phones, etc.

All these products may be considered as waste by the customs authorities and the DREAL (Regional department for environment of the arrangement and the accommodation), and consequently their export is prohibited and subject to sanctions provided for in the clauses of the Penal Code.

Disputes, fines and the destruction of waste are entirely for the owner's account.

ALL GOODS AND OBJECTS DISPATCHED MUST BE IN GOOD WORKING ORDER AND PROPERLY PACKED

You will find below lists of goods prohibited and authorised for export.

| PROHIBITED EXPORTS  | AUTHORISED EXPORTS  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> ✓ Military equipment or dual use goods ✓ All types of arms ✓ Explosive and highly flammable substances, chemical or toxic substances, presenting a health risk ✓ Prohibited goods (according to French regulations or the regulations of the country of destination) ✓ Objects of which at least one of the materials is subject to restriction under the Washington /Basel agreements (authorisations required for Ivory, certain precious woods, protected animal skins, etc.) ✓ Refrigerators and freezers containing toxic gases (CFC/HCFC) ✓ Electrical appliances in poor condition or unserviceable ✓ Spare parts containing toxic gases, oil residue or waste containing oil, worn out batteries, old vehicle parts in poor condition, polluted or unserviceable for their initial intended use. ✓ Out-of-date medication ✓ Domestic waste ✓ Flammable and/or dangerous waste ✓ Worn out tyres | <ul style="list-style-type: none"> ✓ Used vehicles ✓ Vehicle spare parts in good condition and drained ✓ Used tyres (in good condition, tread depth greater than 1.6 mm) ✓ Sorted second-hand clothing ✓ Second-hand electrical and electronic appliances in working order, in good condition and protected by packaging |

APPENDICES

Inventory with values

| | |
|------------------------|--|
| SHIPPER | |
| NAME, first name | |
| Phone number | |
| Complete address | |
| POST CODE-TOWN-COUNTRY | |

| | |
|------------------------|--|
| CONSIGNEE | |
| NAME, first name | |
| Phone number | |
| Complete address | |
| POST CODE-TOWN-COUNTRY | |

| NUMBER OF BOXES | WEIGHT | CUSTOMS VALUE (specify currency) | DESCRIPTIONS OF OBJECTS OR GOODS (specify material) |
|------------------------|---------------|-----------------------------------------|------------------------------------------------------------|
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| | | | |
| TOTAL | | | |

I declare that the goods and objects listed above are in use and are not subject to any restriction or prohibition in the country of shipment or the country of destination.

Signed in

Date

Signature

PERSONAL EFFECTS DECLARATION

I the undersigned (Name, First name)..... declare
that I wish to export my personal effects to (name of the town and country of destination)

.....

I certify that these personal effects are destined for my personal use.

Signed in

Date

Signature

Sworn declaration – Tyres

I the undersigned (Name, First name)..... of (complete address).....

..... declare that the tyres are above the wear indicators in accordance with European legislation, that they are in good condition and cannot be considered as waste:

To whom it may concern.

Signed in

Date

Signature

Sworn statement – Refrigerators and Freezers

I the undersigned (Name, First name)..... of (complete address).....
..... declare that the refrigerators and/or freezers do not contain greenhouse gases (CFC and HCFC) prohibited for export according to European legislation, and that they are in good condition and cannot be considered as waste.

To whom it may concern.

Signed in

Date

Signature

Sworn statement – Goods in use

I the undersigned (Name, First name)..... of (complete address).....
..... declare that all of the goods in use are: not prohibited for export, in good working order and not worn out, depolluted and packed according to maritime transport requirements, and consequently that they cannot be considered as waste.

To whom it may concern.

Signed in

Date

Signature

DIRECT CUSTOMS REPRESENTATION MANDATE

I the undersigned (Name, First name)..... (Principal)

Authorising the following company: (Agent)

Approval no

To represent me before the customs administration within the scope of direct representation according to clause 5.2.1, paragraph of the Community Customs Code (clause 26, of Finance law no 97-1239 of 29 December 1997) in the person of its authorised employees.

- To sign in my name and for my account all import and export customs declarations
- To perform all related tasks
- To present documents and goods and be present at customs inspections
- To represent me before Customs or other Administrations or any other interested body for the execution of the entrusted operations (health, plant health, veterinary or excise)
- To perform operations under economic procedures (temporary import, temporary export, inward processing arrangements, outward processing arrangements, simplified procedures, etc.)
- To authorise the use of:
 - my customs credits (1) and/or - the agent's customs credits (1) to perform the above operations
- To pay in my name. The amount of duties and taxes relating to the above customs declarations and procedures
- To receive any reimbursement and give receipts, and collect any certificates and give receipts

The principal accepts the applicability of the general sales conditions of the Federation des Entreprises de Transport et Logistique de France TLF of 1 January 2013. The agent reserves the right to refuse an order to perform formalities defined by this authorisation at any time.

This authorisation takes effect from and remains valid until its cancellation by one of the parties by recorded delivery registered letter with immediate effect.

(1) Delete as appropriate

Signature