



Across The Street • Across The World

COMPLETING YOUR US CUSTOMS FORM 3299

We hope that the following explanation will assist you in completing your US Customs forms.

Please call Inter Grace if you have any further questions regarding completion.

IMPORTANT
Please complete a 3299 & Supplemental Form for each shipment

Part I.

1. print your full name as it appears on your passport.
2. Enter your date of birth.
3. This is the date you will personally arrive in the US (Not the shipment's arrival date).
4. Your US address and telephone number.
5. The US port at which you will clear Customs (ie. Your port of arrival).
6. The Airline and flight number on which your effect will travel to the US.
7. Name of any family members who will accompany you and their relationship to you.
8. This section will be completed by **Inter Grace Movers**.

Part II

9. Tick the appropriate box and indicate which country you have lived in and for how long.
10. Tick the appropriate box (non US citizen should note that 'visiting the US' includes anyone without full residency status irrespective of how long you will live there). See over for explanation of residency status.
11. Tick each box that applies to your shipment.

NB : You do NOT have to supply a Packing List as this will be provided by **Inter Grace Movers**.

- If you are non-resident include your passport number, visa number and the type of visa on which you are entering the US (ie. L1, H1, etc)
- If you are returning resident, enter your social security number and passport number.

Part III

Leave blank as this applies to US Government personnel.



Across The Street • Across The World

Part IV

Tick any boxes that apply to your shipment. On the reverse, Section D is provided so that you may specify any items that you wish to declare (ie : If you have ticked any boxes in PART IV other than question 8 or 10 you are to specify the items and you will be charged Duty and Taxes on them).

If you declare any items you should give the date of purchase of each item and cost in US\$. Any alcohol declared should include a list of type, number of bottles, size, value per bottle and alcohol content or proof age.

IF YOU HAVE NOTHING TO DECLARE TICK ONLY B8. THEN OVERLEAF IN SECTION D WRITE 'SEE ATTACHED PACKING LIST – ALL OF WHICH HAS BEEN OWNED AND USED BY ME FOR OVER ONE YEAR'.

Part V

Should be left blank – our destination movers will complete this.

Part VI

- Mark "X" in section B (as importer)
- Give your complete signature
- Put in today's date.

THE SUPPLEMENTAL DECLARATION FORM

Kindly fill up. Should you require assistance, please call **Inter Grace Movers**.

EXPLANATION OF TERMS USED ON 3299 & SUPPLEMENTAL DECLARATION	
Returning Resident	Citizen of the US or persons who formerly resided in the US
Non-Resident	Those who do not meet above requirements or a resident on the US who is returning for only a short time before returning abroad.
Foreign	Not American
Importer	Yourself
Household Effects	Furniture and Household goods not covered under 'personal effects)
Personal Effects	Clothing, jewellery, cameras, stereo's, vehicles and other personal items.

POWER OF ATTORNEY

Please sign in the appropriate place, this form gives our agent in the US the authority to assist in clearing your shipment.