



## Export Clearance Guidelines

FedEx strives to make your shipping experience as straightforward as possible. Download a copy of our Korea Export Guidelines to learn more about procedures, regulations, restrictions, prohibited items, etc. for shipping to and from Korea.

These guidelines provide an introduction of what you should know before shipping a package from Korea to avoid unnecessary clearance troubles and delays.

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### Export Customs Clearance Guidelines ► (Updated 2021-07-08)

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#### **I. Informal Entry**

##### ► **Export Informal-Clearance procedure:**

Export List-Clearance procedure: The term "List-Clearance Procedure" refers to an exceptional procedure applied to export customs clearance of personal goods that are not reflected in trade statistics, or goods that are not subject to a customs refund and do not require formal customs procedures. (Non-issuance of an export permit)

##### ► **Export Informal-clearance criteria:**

When the price of goods (Free on Board) is less than KRW 2 million (However, export goods subject to confirmation by a Customs collector are excluded)

##### ► **Export goods subject to confirmation by a Customs collector**

Scope of relevant laws and goods	Requirements
Goods subject to the Narcotics Control Act	✓ An export approval (confirmation of requirements) by the head of the Food and Drug Safety Center
Goods subject to the Act on the Transboundary Movement of Hazardous Wastes and Their Disposal	✓ A statement of confirmation of waste export permission by the head of the basin (local) Environmental Office
Goods subject to the Foreign Exchange Transactions Act	✓ An export permit, including means of payment, etc., by a Customs collector ✓ A notification (change) of the payment means or a certificate of foreign currency declaration (confirmation) by the Governor of the Bank of Korea or the president of a foreign exchange bank
Goods subject to the Act on the Safety Management of Guns, Swords, and Explosives, etc. A. Pistols, rifles, machine guns, artillery, gunpowder, and explosives B. Other guns and their parts, swords, chemical products, gas sprayers, tasers, and crossbows	✓ An export license issued by the Commissioner General of the National Police Agency ✓ An export license issued by the Commissioner of the Local Police Agency
Wildlife Protection and Management Act A. Wild animal. B. Endangered wildlife and plants (including internationally endangered species). C. Wild animals and plants subject to the approval of overseas release.	✓ An export license to export wild animals issued by a mayor, a county mayor, or a head of the ward ✓ An export license to export endangered wild animals and wild plants (international endangered species) issued by the head of the basin (local) Environmental Office ✓ An approval of overseas release of biological resources issued by the head of the basin (local) Environmental Office
Goods subject to the Cultural Heritage Protection Act	✓ A permission of overseas release of cultural heritage or a certificate of non-cultural heritage by the head of the Cultural Heritage Administration

Goods subject to the Inter-Korean Exchange and Cooperation Act	✓ An approval of release from the Minister of Unification
Goods subject to the Nuclear Safety Act A. Nuclear material. B. Radioactive isotopes.	✓ Export of Nuclear Safety Commission ✓ A confirmation of export requirements of Korea Radiation Safety Foundation
Goods subject to the Act on the Prevention Of Contagious Animal Diseases	✓ A quarantine certificate issued by the head of the Animal and Plant Quarantine Agency
Ginseng seeds subject to the Act on the Preservation, Management and Use of Agricultural Bio-Resources	✓ A certificate of exportation issued by the Rural Development Administration
Military guns, swords, and explosives subject to the Defense Acquisition Program Act	✓ An export license issued by the Director of Defense Acquisition Program Administration
Goods subject to the Act on the Conservation and Use of Biodiversity. A. Biological resources subject to the approval of overseas release.	✓ An approval of overseas release of biological resources issued by the head of the basin (local) Environmental Office
Goods subject to the Act on Protective Action Guidelines Against Radiation in the Natural Environment A. Raw materials and by-products of processes.	✓ A notification of compliance with export declaration issued by the Nuclear Safety and Security Commission

### ► When an export declaration is needed

- ▷ When an export enterprise (i.e., a business entity) needs to be recognized for its export performance
- ▷ When it is recognized as overseas sales and intends to provide evidentiary documents on the price of foreign currency after export
- ▷ When a certificate of origin needs to be issued
- ▷ When exported goods are carried into again due to claims, etc.
- ▷ When a person wants to receive an individual refund or a temporary fixed-rate refund under the Act on Special Cases Concerning the Refund of Customs at the time of export
- ▷ When a person needs to get a zero-rate tax invoice based on a purchase confirmation

## II. CITES

- International endangered species apply to wildlife, wild plants, and their tissues, extracts, and processed products, as stipulated in the annex of the convention regulated by the Washington Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES).
- It is important to identify the scientific name of the species in order to determine whether this is an animal or plant listed in CITES.
- Please check annex I, II, and III of the convention to confirm whether the goods you are exporting are subject to CITES.
- Health enhancing supplements or cosmetics may contain extracts from animals and plants listed by CITES.
- Convention Annex [www.law.go.kr/admRulSc.do?menuId=5&subMenuId=41&tabMenuId=183#AJAX](http://www.law.go.kr/admRulSc.do?menuId=5&subMenuId=41&tabMenuId=183#AJAX)

## III. Prohibited Items

Article 234 (Prohibition on Export and Import): Any of the following goods shall not be exported or imported:

- Books, publications, drawings, movies, records, videos, sculptures, or other goods equivalent thereto that disrupt the order of the Constitution, or the order of public well-being
- Goods used to divulge confidential government information or to engage in espionage activities
- Counterfeits, forged goods, or counterfeit money, bonds, or other securities

## IV. Reference

- Korea Customs Service: [www.customs.go.kr](http://www.customs.go.kr)
- Korea Customs Service UNIPASS: <https://portal.customs.go.kr/portal.customs.go.kr/>
- Korea Customs Service FTA Portal: [www.customs.go.kr/ftaportalkor/main.do](http://www.customs.go.kr/ftaportalkor/main.do)
- Site dedicated to personal customs clearance unique code applications: <https://p.customs.go.kr>
- ANIMAL AND PLANT QUARANTINE AGENCY: [www.qia.go.kr](http://www.qia.go.kr)
- Related to Convention on International Trade in Endangered Species
  - ▷ Ministry of Environment [www.me.go.kr](http://www.me.go.kr) ▷ Nakdong River Basin Environmental Office: [www.me.go.kr/ndg](http://www.me.go.kr/ndg)
  - ▷ Saemangeum Regional Environmental Agency: <https://www.me.go.kr/smg/> ▷ Wonju Regional Environmental Agency:



[www.me.go.kr/wonju](http://www.me.go.kr/wonju)

- ▷ Kumgang River Basin Environmental Office [www.me.go.kr/gg](http://www.me.go.kr/gg) ▷ Daegu Regional Environmental Agency: [www.me.go.kr/daegu](http://www.me.go.kr/daegu)
- ▷ Yeongsan River Basin Environmental Office: [www.me.go.kr/ysg](http://www.me.go.kr/ysg) ▷ Han River Basin Environmental Office: [www.me.go.kr/hg](http://www.me.go.kr/hg)

## V. Mandatory Business and Personal Customs Clearance Code

You must present the customs clearance code issued from the Korea Customs Service for customs clearance of imports and exports. An importer, exporter, or agent should secure the respective customs clearance code in advance to avoid delays in customs clearance.

### **Business Customs Clearance Code** (Ex.: Business1981017)

- ▶ (Direct) Application Site: Korea Customs Service UNIPASS (<https://unipass.customs.go.kr/>) – View/apply the customs clearance code
- ▶ Proxy Application through Star Customs Broker Company:

#### ▷ Required documents

- 1) [www.fedex.com/en-kr/customs-tools/clearance.html#Clearance\\_Tab2](http://www.fedex.com/en-kr/customs-tools/clearance.html#Clearance_Tab2) Download and fill in the “Power of Attorney for Application of Customs Clearance Code.” Signatures are not accepted, and a stamp seal is required.
- 2) Copy of business registration certificate
- 3) FedEx waybill or invoice

#### ▷ Application email address

- Imports: [entry@starcustoms.co.kr](mailto:entry@starcustoms.co.kr)
- Exports: [export@starcustoms.co.kr](mailto:export@starcustoms.co.kr)

### **Personal Customs Clearance Code** (Ex.: P111234567899)

- ▶ Application Site: <https://unipass.customs.go.kr/csp/persIndex.do>
- ▶ New issuance can be carried out via mobile phone authentication under the subscriber’s name, authentication via an accredited certificate, or simplified authentication. (If Exporter or Import is foreigner, Passport number, Nationality, Full name can replace the Personal Customs Clearance Code)