



Thailand Import Guide

Updated: July 2021





Welcome valued customers to our import clearance guidelines for FedEx shipments to Thailand

Updated: July 2021

These guidelines introduce what you should know before shipping packages to Thailand in order to avoid unnecessary clearance troubles and delays.

These guidelines have been prepared for the sole purpose of providing information for customers to use as a reference. While FedEx has attempted to ensure the accuracy of the information, FedEx makes no guarantees or representations of any kind, express or implied, regarding the accuracy, completeness, recency, reliability, usefulness or fitness for a particular purpose, and FedEx is not liable or responsible in any way for any inaccurate or incomplete information.





Our FedEx Import Clearance Guidelines provides you with the information you need to import shipments to Thailand. We will guide you through an easy journey to get the support and resources you need on fedex.com.

How to

How to import products to Thailand (Overview)

[Page 3 to find more](#)

How to import personal goods (sample)

[Page 4 to find more](#)

How companies import products (sample)

[Page 5 to find more](#)

How to calculate duty and tax

[Page 18 to find more](#)

How to prepare documents for import

[Page 20 to find more](#)

How to prepare documents for registration with Customs

[Page 17 to find more](#)

Information

Prohibited Items (cannot be imported)

[Page 7 to find more](#)

Restricted Items (have import controls, a license is required)

[Page 8-14 to find more](#)

Special Handling products such as temperature-controlled goods and dangerous goods

[Page 15 to find more](#)

Privileges.. Free Zone , EPZ and Bonded

[Page 17 to find more](#)

FedEx Tips

Tips to smooth the clearance process

[Page 6 to find more](#)

New Customer Center

[Link to](#)

Small Business Center

[Link to](#)

Reward yourself with My FedEx Rewards

[Link to](#)

More FedEx support

[Link to](#)



FAQ:1 What should I check before importing to Thailand ?

Step 1:

Can I import my products to Thailand?
Do they have any requirements or limitations?



Prohibited Items (cannot be imported)

[Page 7 to find more....](#)



Restricted Items (have import controls, a license is required)

[Page 8-14 to find more....](#)



Special Handling products such as temperature-controlled goods and Dangerous Goods

[Page 15 to find more....](#)

Step 2:

Do I as a consignee have to register with an import broker when dealing with Customs?

Yes, You need to register if you have

- ☐ A freight on board (FOB) value > THB 40,000
- ☐ Restricted items or licensing requirements
- ☐ Privileges ex. free trade zone, export processing zone, bonded warehouse, etc.

[Page 16 to find more....](#)

Step 2.1:

What do I need to prepare and how do I register?

[Page 17 to find more....](#)

Step 3:

What charges should I expect to pay for import cargo via air freight?

Duty and tax

[Page 18-19 to find more....](#)

Freight charges

Clearance and handling fees

Contact FedEx to check rates [Link to](#)



Tip: If your cost, insurance, freight (CIF) value is less than THB 1,500, you do not have to pay duty and tax.

[Page 18 to find more....](#)

Step 4:

What documents do I need to prepare for import?

[Page 20 to find more....](#)



Special Tips:

- ☐ Personal goods to import ... [Page 4](#)
- ☐ Company Import products ... [Page 5](#)
- ☐ Tips for a smooth clearance process ... [Page 6](#)
- ☐ New Customer Center ... [Link to](#)
- ☐ Small Business Center ... [Link to](#)
- ☐ Reward yourself with My FedEx Rewards ... [Link to](#)
- ☐ More FedEx support ... [Link to](#)

Importing personal goods

Jane would like to import lipstick with different colors – six units. She ordered from an online platform and the total value is THB 1,000. Let's help Jane prepare her import shipment.

Step 1:

Can I import my products to Thailand?
Do they have any requirements or limitations?

Jane checked the [Prohibited](#) and [Restricted](#) lists and found her lipstick requires an FDA [-license](#) for import.

Step 2:

Do I as a consignee have to register with an import broker to process my shipment with Customs?

Jane found that she needs a license but she has never imported products to Thailand. She needed to [register the imported goods with Customs](#).

Step 3:

What charges should I expect to pay for importing cargo via air freight?

Jane contacted FedEx to check her charges and consult about the correct H.S Code to calculate [duty and tax](#).

Step 4:

What documents do I need to prepare for import?

By contacting FedEx at 1782 or THICC@fedex.com for support registering her shipment, Jane was connected to a customs brokerage team for advice about the [documents](#) she needs to prepare.



Importing company products

Company A would like to import machine parts for maintenance. These parts are supposed to be used for a drilling machine. This company is located in a free trade zone.

Step 1:

Can I import my products to Thailand?
Do they have any requirements or limitations?

Company A checked the [“Prohibited”](#) and [“Restricted”](#) lists and discovered the machine parts require Thai Industrial Standards Institute (TISI) [license](#) for import. The company also used its free trade zone [privileges](#), which is no custom duties on machinery to import. So, company A provided its license, free trade zone no. for pre-clearance.

Step 2:

Do I as a consignee have to register with an import broker to process my shipment with Customs?

Company A would like FedEx to support its clearance process but had never authorized FedEx to be the broker. So, they required to provide documents and authorize FedEx to [Register its Import with Customs](#).

Step 3:

What charges should I expect to pay for importing cargo via air freight?

Company A provided the H.S Code for FedEx to check [duty and tax](#) and provided product details and the machine manual to support declaration.

Step 4:

What documents do I need to prepare for import?

Company A can check which [documents](#) need for importations and pass these documents to FedEx Broker for process pre-clearance. By contacting FedEx at 1782 or THICC@fedex.com.



Tips to a smooth clearance process

- ✓ To avoid clearance delays and extra costs, if your shipment requires licenses, has privileges or must be registered with Customs, ensure the documentation is available prior to the shipment's arrival.
- ✓ We can accept pre-clearance documentation; please contact THICC@fedex.com.
- ✓ The consignee's name must be the same on the air waybill (AWB)/ invoice/ packing list/ import registration — all documents must be aligned.
- ✓ To avoid amendments, the personal title (Mr., Ms., Mrs. or Miss) must be stated in the name field on the AWB.
- ✓ A Thai description is required for the preparation of the declaration entry.
- ✓ All the information stated in the commercial invoice must be filled out in English.
- ✓ Provide as much product detail as you can to support the customs inspection and prepare for the declaration entry

Documents/ info. to support and justify the tariff rate.

- Commercial invoice
- Product description (In Thai)
- Manual /catalog
- Usage purpose
- Brand /model
- Material
- Volume, dimension, weight
- Price (evidence of purchasing price)





Narcotics group:

Tobacco, dry tea leaf, Baraku, Shisha, Hookah (water pipe), Narghile (Hookah), narcotics marijuana, hemp, opium, cocaine, morphine, heroin, etc.
Hubble-Bubble (water pipe), e-liquid cigars, metal tube and stainless-steel pipe for e-liquid, vaping devices
electronic cigarettes (coils, integrated circuits, etc.)



Fake notes or coins:

- Fake currency, bonds or coins
- Goods with the Thai national flag
- Fake royal seals & official seals



Pornographic materials:

- Sex toys (any kind)
- Pornographic materials
- Lust treatment products



Reserved animals or (The Convention on International Trade in Endangered Species of Wild Fauna and Flora –CITES) listed wildlife:

- Beef products
- Seeds, any type of seed



Counterfeit trademark goods and intellectual property rights (IPR) infringement goods:

- Fake branding products (Nike, Louis Vuitton, etc.)
- Obscene objects (literature, pictures)
- Graven images (religious idols)
- Counterfeit trademark goods
- IPR infringement goods



Other:

- Tires (used)
- Home appliances (used)
- Medicine (personal use)
- Plastic scraps or wastes
- Explosives (explosives are a prohibited item & are unable to be shipped by FedEx)



Tips: If your product falls under the “Restricted Items-Control to Import,” we recommend you prepare a **license** in advance of importing the cargo to avoid clearance delays. Requesting a license may take 3-7 days depending on the readiness of the documents you submit. License can be requested by yourself or contact **FedEx** for support. [FDA , TISI , NBTC , Agricultural, Permit of Industrial Work, Permit of Measurement]

| Group | Commodity list | Exemption | What we recommend you prepare | Where to obtain a license |
|---|---|--|---|---|
| Food and Drug Administration (FDA) Food and Beverage | <ol style="list-style-type: none">Food, snack, beverageFood materialSample of food, snack, beverage | <ul style="list-style-type: none">- Not more than 30 days of consumption- Sample food <p>For more information on sample food visit. https://www.fda.moph.go.th/sites/food/Permission/O-16.pdf</p> | <ul style="list-style-type: none">- FDA License- Import purpose- Invoice / air waybill (AWB)- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | Food and Drug Administration http://drug.fda.moph.go.th |
| Food and Drug Administration (FDA) Medicine Supplement | <ol style="list-style-type: none">SupplementsVitaminMedicine | <ul style="list-style-type: none">- Foreigners imported medicine usage for not more than 30 days of consumption, it is required to have a medical certificate from hospital and work permit <p>**A medical certificate from a clinic is unacceptable</p> | <ul style="list-style-type: none">- FDA License- Import purpose- Invoice / AWB- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence)- Medical certificate | Food and Drug Administration http://drug.fda.moph.go.th |

[Continue Click >>](#)

*Exemption – If your product is not over the limit, you can request an exemption. (Not a full license).
The processing time and documents will be less than for a full license.

[Back to Home](#)



Restricted Items – Which products are **controlled for import** to Thailand – license needed

Page 9

| Group | Commodity list | Exemptions | What we recommend you prepare | Where to obtain a license |
|--|--|--|---|---|
| Food and Drug Administration (FDA) Medical Device | <ol style="list-style-type: none">1. Medical equipment2. Medical parts3. Surgical masks | <ul style="list-style-type: none">- Not more than one unit | <ul style="list-style-type: none">- FDA license- Import purpose- Invoice / air waybill (AWB)- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence)- Medical certificate | Food and Drug Administration http://drug.fda.moph.go.th |
| Food and Drug Administration (FDA) Cosmetics | <ol style="list-style-type: none">1. Cosmetics2. Material for cosmetics | <ul style="list-style-type: none">- Not more than six pieces/items | <ul style="list-style-type: none">- FDA license- Import purpose- Invoice / AWB- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | Food and Drug Administration http://drug.fda.moph.go.th |
| Thai Industrial Standards Institute: (TISI) Industrial Products | <ol style="list-style-type: none">1. Toys2. Electric equipment3. Metal4. Glass5. Machine, industry equipment6. Detergent7. Light bulbs8. Etc. | <ul style="list-style-type: none">- Toys not more than six units- Grill, electric pan, electric fan, iron, electric appliances for skin and hair care not more than two units | <ul style="list-style-type: none">- TISI license- Import purpose- Invoice / AWB- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | Thai Industrial Standards Institute http://www.tisi.go.th |

[Continue Click >>](#)

[Back to Home](#)



Restricted Items – Which products are **controlled for import** to Thailand – license needed

Page 10

| Group | Commodity list | Exemption | What we recommend you prepare | Where to obtain a license |
|---|---|---|--|---|
| The National Broadcasting and Telecommunications Commission (NBTC) Communication Devices | <ol style="list-style-type: none">1. Telephone2. Communication equipment3. Cable4. Modem | <p>- No need for a license for mobile phones but you need to certify it is genuine. Please visit http://mocheck.nbtc.go.th/ for more information</p> | <ul style="list-style-type: none">- NBTC license- Import purpose- Invoice / air waybill (AWB)- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | <p>The National Broadcasting and Telecommunications Commission</p> <p>http://www.nbtc.go.th</p> |
| Excise Alcohol, Card | <ol style="list-style-type: none">1. Wine2. Champaign3. Beer4. Cards5. Luxury goods6. Crystal7. Battery | <p>Alcohol samples or for non-commercial use only must be less than 10 litres</p> | <ul style="list-style-type: none">- Excise license- Import purpose- Invoice / AWB- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | <p>Excise Department</p> <p>https://www.excise.go.th</p> |
| Kimberly Certificate Rough Diamonds | <ol style="list-style-type: none">1. Rough diamonds | | <ul style="list-style-type: none">- Kimberly certificate- Import purpose- Invoice / AWB- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | <p>Department of Foreign Trade</p> <p>https://www.dft.go.th</p> |

[Continue Click >>](#)

[Back to Home](#)



Restricted Items – Which products are **controlled for import** to Thailand – license needed

Page 11

| Group | Commodity list | Exemptions | What we recommend you prepare | Where to obtain a license |
|--|--|------------|---|---|
| Department of Agriculture (DOA) Plant product related | <ol style="list-style-type: none">1. Branches2. Seeds3. Urea (non-FedEx clearance only)4. Fertilizers5. Substances6. Products used with plants, such as herbicides. | | <ul style="list-style-type: none">- DOA license- Import purpose- Invoice / air waybill (AWB)- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | Department of Agriculture http://www.doa.go.th/ |
| Central Bureau of Weights and Measures (CBWM) Measurement Equipment | <ol style="list-style-type: none">1. Load cell2. Flow meter3. Weight machine4. Ruler not over 12 inches | | <ul style="list-style-type: none">- CBWM license- Import purpose- Invoice / AWB- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | Central Bureau of Weights and Measures http://www.cbwmthai.org |
| Department of Livestock Development (DLD) Livestock Product | <ol style="list-style-type: none">1. Livestock2. Livestock product related3. Animal feed4. Animal medicine5. Animal-derived products, such as maize, soybean meal | | <ul style="list-style-type: none">- DLD Certificate- Import purpose- Invoice / AWB- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | Department of Livestock Development http://www.dld.go.th |

[Continue Click >>](#)

[Back to Home](#)





Restricted Items – Which products are **controlled for import** to Thailand – license needed

Page 12

| Group | Commodity list | Exemptions | What we recommend you prepare | Where to obtain a license |
|---|---|------------|--|--|
| Defense Defense Industry Products | <ol style="list-style-type: none">1. Black powder2. Barium nitrate3. Chemicals4. Gas for military industry use | | <ul style="list-style-type: none">- Defense Industry license- Import purpose- Invoice / air waybill (AWB)- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | <p>Defense Industry Department</p> <p>0-2241-0430</p> |
| <p>Department of Primary Industries and Mines (DPIM)</p> Primary Industry and Mines | <ol style="list-style-type: none">1. Natural Barium Sulfate (Baride) ore2. Mineral concentrate | | <ul style="list-style-type: none">- DPIM license- Import purpose- Invoice / AWB- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | <p>Department of Primary Industries and Mines</p> <p>http://www.dpim.go.th/</p> |
| <p>Office of the cane and sugar board (OCSB)</p> Sugar Product | <ol style="list-style-type: none">1. Sugar2. Added flavoring3. Added color | | <ul style="list-style-type: none">- OCSB certificate- Import purpose- Invoice / AWB- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | <p>Thailand Sugarcane Breeding Center</p> <p>http://www.ocsb.go.th</p> |

[Continue Click >>](#)

[Back to Home](#)





Restricted Items – Which products are **controlled for import** to Thailand – license needed

Page 13

| Group | Commodity list | Exemptions | What we recommend you prepare | Where to obtain a license |
|---|---|------------|---|--|
| World Trade Organization (WTO) WTO Product List | <ol style="list-style-type: none">1. Product on WTO list2. Garlic3. Coffee4. Tea5. Pepper6. Soybean7. Sugar8. Etc. | | <ul style="list-style-type: none">- WTO certificate- Import purpose- Invoice / air waybill (AWB)- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | Department of Foreign Trade www.dft.go.th/ |
| Fine Art Department Fine Art | <ol style="list-style-type: none">1. Buddha image2. Artifacts3. Antiques | | <ul style="list-style-type: none">- Fine Art certificate- Import purpose- Invoice / AWB- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | Fine Arts Department http://nsw.finearts.go.th |
| Department Of Provincial Administration (DOPA) Gun Product | <ol style="list-style-type: none">1. Guns2. Bullets3. Equivalents to guns | | <ul style="list-style-type: none">- DOPA certificate- Import purpose- Invoice / AWB- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | Department Of Provincial Administration https://dopa.go.th/ |

[Continue Click >>](#)

[Back to Home](#)





Restricted Items – Which products are **controlled for import** to Thailand – license needed

Page 14

| Group | Commodity list | Exemptions | What we recommend you prepare | Where to obtain a license |
|--|---|------------|---|--|
| Department of Medical Science Ministry of Public Health (DMSC) Biological | <ol style="list-style-type: none">1. Pathogens2. Blood samples3. Lymph4. Animal toxins | | <ul style="list-style-type: none">- DMSC certificate- Import purpose- Invoice / air waybill (AWB)- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | Biological Institute Department of Medical Science Ministry of Public Health www.dmsc.moph.go.th/ |
| Fisheries Marine Products | <ol style="list-style-type: none">1. Marine products | | <ul style="list-style-type: none">- Fine art certificate- Import purpose- Invoice / AWB- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence) | Department of Fisheries www.fisheries.go.th |
| Department of Industrial Works (DIW) Hazardous chemicals for industrial use | <ol style="list-style-type: none">1. Chemicals2. Hazardous substances industrial use | | <ul style="list-style-type: none">- DIW certificate- Import purpose- Invoice / AWB- Company registration (valid for 3 months) / Personal ID with signature- Authorization for FedEx or your brokerage firm to clear the shipment- Catalog (If any)- Price (evidence)- Specification or Material Safety Data Sheet (MSDS) declared 100% of composition and Chemical Abstracts Service Number (CAS no.) | Department of Industrial Works www.diw.go.th/ |

[Back to Home](#)



Tips: If you have products that require special handling such as temperature control, bulk and dangerous goods, contact **FedEx** to prepare the documentation.

Temperature control (cold)



- ☐ Room temperature 15 to 25 Celsius
- ☐ Chilled 2 to 8 Celsius
- ☐ Frozen -20 to 0 Celsius

-Cold shipping packaging keeps your temperature between 2°C and 8°C (35°F and 46°F) for up to 96 hours

Remark: To ship chilled and frozen products, we recommend contacting FedEx to discuss solutions in advance. In Thailand only temperature-controlled packaging is available. No room temperature-controlled is available.

Dangerous Goods (DG)

| | |
|---|---|
| Class 1 Explosives Subclass 1.1: Explosives with a mass explosion hazard Subclass 1.2: Explosives with a severe projection hazard Subclass 1.3: Explosives with a fire hazard Subclass 1.4: Minor fire or projection hazard Subclass 1.5: An insensitive substance with a mass explosion hazard Subclass 1.6: Extremely insensitive articles | Class 5 Oxidizing substance and organic peroxides Subclass 5.1: Oxidizing agent Subclass 5.2: Organic peroxide oxidizing agent |
| Class 2 Gases Subclass 2.1: Flammable Gas Subclass 2.2: Non-Flammable Gas Subclass 2.3: Poisonous Gases | Class 6 Toxic and infectious substances Subclass 6.1: Poison Subclass 6.2: Biohazard |
| Class 3 Flammable liquids | Class 7 Radioactive |
| Class 4 Flammable solids or substances Subclass 4.1: Flammable solids Subclass 4.2: Spontaneously combustible solids Subclass 4.3: Dangerous when wet | Class 8 Corrosive substances |
| | Class 9 Miscellaneous dangerous substances and articles |

- ☐ The customer is responsible for identifying, classifying, packaging, marking, labeling and documentation. More information please click [here](#).
- ☐ Class 1 and 7 cannot ship with FedEx MSDS (Material Safety Data Sheet) must be provided.
- ☐ A DG import certificate is required; for more information visit www.diw.go.th/

Privileges ex. free trade zone, export processing zone, bonded warehouse, diplomatic clearance, etc.



Tip: To avoid clearance delays we recommend you prepare a **Privileges License** in advance of importing cargo if your product utilizes “Privilege Benefits” such as free trade zone, export processing zone and bonded warehouse.

| Privileges | Free Trade Zone (FTZ) | Export Processing Zone (EPZ) | Bonded Warehouse (WH) |
|---|-----------------------|------------------------------|-----------------------|
| No custom duties, value added tax (VAT) or excise tax on merchandise imported into/exported out of the zone | √ | √ | √ |
| No custom duties or other taxes on merchandize transferred to an EPZ or bonded warehouse, or between free trade zones and to a Board of Investment (BOI) promoted project | √ | √ | √ |
| No excise tax | √ | √ | √ |
| VAT 0% for domestic products entered for storage, processing and export | √ | √ | X |
| No alcohol tax including stamp and fee | √ | X | X |
| A variety of activities can be conducted including assembling, storing, cleaning, sorting, grading, inspecting, testing, relabeling, repackaging, displaying, exhibiting, repairing, combining foreign and/or domestic content, and manufacturing and processing. | √ | √ | √ |
| No custom duties on machinery, equipment and raw material entered for manufacturing and export | √ | √ | √ |
| No bank guarantee required | √ | √ | X |
| No limitation on storage time I | √ | √ | 2 years |
| Factory operation permission fee exemption | √ | X | X |
| No standard quality control (QC) | √ | X | X |



Tips: To avoid clearance delays, we recommend you **Register** in advance of importing the cargo. Your registration must be complete before clearance with Customs. To register may take 3-7 days depending on the readiness of the documents you submit.



You need to register with Customs for a formal clearance to import a shipment if

- ☐ The freight on board (FOB) value > THB 40,000
- ☐ You have restricted items or licensing is required
- ☐ You have privileges ex. free trade zone, export processing zone, bonded warehouse, etc.

What you are required to do

Register (yourself/your company — consignee) as the importer

Authorize your customs broker to process the shipment with Customs

Note: If you use FedEx for your clearance process, contact FedEx for registration support.

What documents do I need to prepare (personal)

- ☐ Original ID or passport to register with Customs
- ☐ 5 signed copies of your ID or passport
- ☐ Your import registration form

- ☐ Set of documents required to authorize your broker
 - ☐ Authorization letter
 - ☐ ID of attorney

What documents do I need to prepare (company)

- ☐ Original ID or passport of the authorized person in the company registration
- ☐ A signed copy of the ID or passport
- ☐ 5 copies of the company registration with company stamp/authorized signature (valid for three months)
- ☐ Copy of PP20 (VAT license)
- ☐ Import registration form

- ☐ Set of documents required to authorize your broker
 - ☐ Authorization letter
 - ☐ Copy of company registration with company stamp/authorized signature (valid for 3 months)



- 1) To avoid amendments that will impact the processing time and lead to extra costs, in the air waybill (AWB) be sure the consignee name is the same as the name on the import registration. For personal consignees, the title (Mr., Ms., Mrs. or Miss) must be stated in the name field on the AWB.
- 2) If you haven't had an import shipment with Thai Customs within six months for personal shipments and two years for company shipments, you will have to register again.

| | Calculation |
|--------------------------------|--|
| Cost, Insurance, Freight (CIF) | [Freight On Board (FOB) value + 1% Insurance] + Freight charge |
| Import Duty | CIF x Tariff rate |
| Value Added Tax (VAT) | (CIF + Import duty) x 7% |
| Duty and Tax | Import duty + VAT |

- **FOB Value** = Product value shown on the air waybill (AWB) and invoice
- **CIF Value** = Cost (FOB value), Insurance and Freight
- **Insurance** = Product insurance
 - If you buy product insurance, you must submit the insurance certificate and reference that insurance to calculate the CIF value
 - If you do not buy product insurance, it will be calculated at 1% of the CIF value
- **Freight Charge**
 - **Freight Charge** - Is calculated based on dimension, volume and weight (Dim Weight). Normally the freight charge is included in the bill to the consignee or it can be included in the invoice
 - **Freight Zone** – Is calculated based on Dim Weight x the original freight rate. The Freight Zone will apply following the customs announcement (Freight Rate by Zone) and is normally included in the bill to the shipper



Tips: If your CIF value is less than THB 1,500 you do not need to pay Duty and Tax.



Contact FedEx 1782 for support

Documents /info. to support and justify the tariff rate

- Commercial invoice
- Product description (In Thai)
- Manual /catalog
- Proposed product usage
- Brand /model
- Material
- Volume, dimension, weight
- Price (evidence of purchasing price)



Customs can check products and evaluate the tariff rate. If Customs finds the submitted tariff code to be incorrect, you may need to submit more documentation to support the evaluation process. The clearance process will take more time and you will incur extra costs.

To avoid clearance delays we recommend preparing information and documents following the above list.

Check our CUSTOMS website

Step 1: Go to page click [HERE](#) or contact FedEx 1782

Step 2: Input your product description or tariff code.

The screenshot shows the 'nsuramins' website with a search bar for 'Tariff Code'. A red rectangle highlights the input field for the tariff code. Below the input field are buttons for 'Search' and 'Clear'.

Step 3: Select the tariff code (H.S Code) that matches your product description, material and proposed usage.

The screenshot shows the search results for 'Sunglasses'. A red box highlights the '60.000' value in the 'ad valorem rate %' column. The table lists various tariff codes and their corresponding rates.

| Heading | Subheading | Description | ad valorem rate % | unit | Rate | Notification | Start Date | End Date | Electronic Permit |
|---------|------------|--------------|-------------------|------|------|---------------------|------------|------------|-------------------|
| 90.04 | 9004.10.00 | - Sunglasses | 60.000 | - | - | ทอ. นว. 6 พ.ค. 2560 | 01/01/2017 | thereafter | - |

| Heading | Subheading | Description | ad valorem rate % | unit | Rate | Notification | Start Date | End Date | Electronic Permit |
|---------|-------------|--------------|-------------------|------|------|-------------------------|------------|------------|-------------------|
| 90.04 | 9004.100000 | - Sunglasses | 5.000 | - | - | ว. 12 ง. 01 (พ.ค.-2560) | 13/11/2017 | thereafter | - |

- ☐ Air waybill (AWB)
- ☐ Invoice
- ☐ Packing list (If available)
- ☐ Shipping instructions
- ☐ Description of goods, material, proposed use, brand, model
- ☐ Type of clearance; Board of Investment (BOI), export processing zone (EPZ), bonded warehouse, free trade zone (FTZ), 19 BIS (Duty Drawback under section), short form, compensation, re-import
- ☐ Form (stated if required)
- ☐ Food and Drug Administration (FDA) (stated if required)
- ☐ License (stated if required)
- ☐ Additional documentation for re-import (stated if required)
- ☐ Photo of the goods with serial number
- ☐ Shipping mark



Tips

- 1) To avoid amendment, on the AWB, invoice and packing list, the consignee's name must be the same as the name on the import registration.
- 2) Indicate the given name, middle name and surname including the prefix in the recipient /consignee and company name fields.
- 3) For personal consignees, the title (Mr., Ms., Mrs. or Miss) must be stated in the name field.



Example



Working Location:

ABCD Company Ltd.
AB Building, 3 FL., Onnut Road.
Suanluang, Bangkok, 10250
Thailand

MR. JONATHAN LEE OBDAM
Managing Director

→ Register the import shipment with Customs under the consignee name:

MR. JONATHAN LEE OBDAM

→ The consignee name should match the name on the AWB /invoice /packing list

| | | |
|---|------------------|--|
| FROM: AMCO AND ABC CO. LTD. Shinjuku, Tokyo 1800223 MUGASHINO-SHI JAPAN | (+81) 696 9999 | SHIP DATE: 18MAY2021 ACTWGT: 3KG CAD: 11985566449WSG1166 |
| TO MR. JONATHAN LEE OBDAM MR. JONATHAN LEE OBDAM AB Building, 3 FL., Onnut Road Suanluang 10250 BANGKOK THAILAND, TH | | BILL SENDER +66882223333 |
| INV PO | REF: 753 DEPT | REL: 753 |
| | | FedEx (TH) E |

| | |
|--------------------------------------|--|
| Online Purchase Form - ABC CO & LTD. | |
| Full Name | |
| MR. JONATHAN LEE OBDAM | |
| Delivery Address: | |
| AB Building, 3 FL., Onnut Road | |
| Suanluang | |
| Bangkok | |
| 10250 | |
| Thailand | |

| | | |
|---|---|---|
| 2 To | | <input type="checkbox"/> Residential Delivery |
| Recipient's Name | MR. JONATHAN LEE OBDAM Phone +66882223333 | |
| Company | MR. JONATHAN LEE OBDAM | |
| Address | AB Building, 3 FL., Onnut Road | |
| Address | Suanluang | |
| City | Bangkok | State/Province |
| Country | Thailand | ZIP Postal Code 10250 |
| Email Address | JONATHAN_LEE@abcd.com | |
| Recipient's Tax ID Number for Customs Purposes GST/REG/VAT/IN/IN/IN/IN/IN, OR AS LOCALLY REQUIRED | | |

A low-angle, upward-looking perspective of several modern skyscrapers with glass facades, converging towards the top of the frame. The sky is a clear, vibrant blue with some light, wispy clouds. On the left side, there is a large, semi-transparent graphic overlay with a color gradient from purple at the bottom to orange at the top. The text "Thank You" is written in a clean, white, sans-serif font over this overlay.

Thank
You