Import Clearance Guide for FedEx Express Shipments to India

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This guideline introduces the preliminary knowledge that you should know before shipping package to India in order to avoid unnecessary clearance troubles and delays.

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Advisory	Description (text)	Additional information, Website link
Import KYC (Know Your Customer) Requirement:	For import of goods into India below KYC (Know Your Customer) documents required from consignee for custom clearance. **For Individual Shipments:** 1. Authorization Letter. (Copy enclosed) 2. Copy of any one of the following documents: • Aadhaar Card • Passport • Voter ID card • Pan Card (along with any of above-mentioned documents for address proof) **Shipments for firm/company/Institution:** 1. Copy of Importer Exporter Certificate (IEC) 2. Copy of GSTIN Certificate/ Copy of Pan Card/ UIN (If not registered under the GST laws) 3. Authorization Letter (copy enclosed) 4. Authorized dealer code (AD Code)	 KYC authorization-letter. Importer can upload KYC Documents at below URL for smoother clearance of the shipment: https://kyc.fedex.com
Import Invoice Requirement:	For import of goods into India an invoice is mandatory for custom clearance. Invoice to have following details: 1. Invoice no. 2. Date of issue 3. Name and address of the shipper 4. Name and address of the consignee (Importer of Record, along with valid email ID and contact information of IOR) 5. Name and address of the recipient along with name of the State and its code (in case of Bill To – Ship To transaction) 6. INCOTERMS 7. Freight and Insurance cost listed separately	

	8. Description of goods (complete itemized commodity description, generic description not allowed) 9. ITC (Indian Trade Classification) HSN (Harmonized System of Nomenclature) code for each item of the goods 10. Quantity of goods and no. of units or Unique Quantity Code / correct Unit of Measurement (UOM) 11. Total value of the goods 12. Tax/Cess applicable if any & rate 13. Physical or digital signature of the supplier or their authorized representative	
RTS from India (Return to Shipper/Origin) Requirement:	Return to shipper/origin is at Customs discretion & may be permitted only for Misrouted shipments. Customs may levy fines, penalties & the timeline for Customs approvals cannot be defined. Return to shipper (RTS) requires consignee & shipper participation, following documents required for RTS (additional documents may be required on case-to-case basis): 1. Letter from Shipper (on company letter head addressed To - The Deputy Commissioner of Customs) requesting permission for return of shipment with a valid reason 2. Letter from Consignee (on company letter head addressed To - The Deputy Commissioner of Customs) requesting permission for return of shipment with a valid reason. Consignee should also mention that they are ready to pay the fines & penalties imposed if any, by Customs and do not want any show cause notice or personal hearing.	
Import of Food shipments:	Import of food shipments are governed by Food Safety & Standards Authority of India (FSSAI). Food shipments (including commercial samples) with a shelf life of less than 60% or 3 months, whichever time is less are prohibited for import into India Food shipments are permitted to be imported only through the Formal (Cargo) mode For import of food shipments into India following requirements/documents to be provided: **Mandatory documents for Commercial Imports –** 1. Ingredients list	FSSAI website – www.fssai.gov.in Food Import Clearance System (FICS) – https://fics.fssai.gov.in/AOLogin.aspx FSSAI Import Regulations & Specimen forms can be referred in Point 9 from the below URL: https://fssai.gov.in/cms/food-safety-and-standards-regulations.php

	2. Specimens copy of label 3. End Use Declaration 4. Certificate of Origin (COO) 5. FSSAI (Food Safety Standards Authority of India) License 6. FSSAI (Food Safety Standards Authority of India) NOC (No Objection Certificate) **Mandatory declaration & undertaking forms to be furnished by importer for different purpose of imports as below:** • FORM- 7: For imported food consignment meant for Personal Use. • FORM – 8: For imported food consignment meant for 100% Export/ Re- export • FORM – 9: For imported food consignment meant for Research and Development purposes • FORM- 10: For imported food consignment meant for Display Purpose in Trade Fair/Exhibition • FORM – 11: For imported food consignment meant for Sports Events • FORM -12: Declaration regarding issue of provisional no objection certificate for frozen and chilled imported food consignment • FORM -14: For imported food consignment containing bulk packages and having representative sample) • FORM 15: for imported food consignment containing bulk packages and not having representative sample	
Import of Medicines & Drugs	Import of Drugs and medicines to India, consignee to provide below documents prior to filing shipment entry at customs: **Import from Individuals for personal use:** 1) Doctor's prescription 2) Form-12B (issued online from Central Drugs Standard Control Organization (CDSCO) 3) Shipment document and KYC documents **Imports for commercial Use:** 1) License from CDSCO 2) Shipment document and KYC documents	URL to obtain Form-12B online: https://cdscoonline.gov.in/CDSCO/Drugs_Personal URL for CDSO Guidance Document for Import and Registration: https://cdsco.gov.in/opencms/export/sites/CDSCO_WEB/Pdf-documents/import-registration/Import_guidance_doc.pdf
Import of Second-hand goods	Commercial import of second hand/used /refurbished goods requires authorization from the Directorate General of Foreign Trade (DGFT) prior to arrival.	For additional details on policy matters, refer below URL: https://www.dgft.gov.in/CP/

	Electrical and ones with Electronic Assemblies also require permission from the Ministry of Environment and Forest (MOEF) & authorization from DGFT prior to shipments landing.	
Import of new electronic goods by individuals for personal use.	Import of brand-new electronic goods by individual importers for personal use will be limited to single unit. Clearance of shipment containing more than one quantity / commercial quantity will be subjected customs discretion.	
Related Party Imports	In case of Related part transactions approval from Special Valuation Branch (SVB) is needed. In case of SVB expired or not yet obtained, as per the procedure Provisional Duty (PD) bond required to be provided by the consignee.	
Import of Gift Shipments	Import of unsolicited Gift shipment by individuals attract higher rate of duty. Applicable duty on import of gift shipment is @ 61.79%	
Authorized Dealer (AD) Code Registration	Importer and/or exporter (except individual/personal shipments) is required to mandatorily register AD Code details in Customs ICEGATE portal at each port in which the shipment clearance is sought.	Customs ICEGATE Portal link: https://www.icegate.gov.in/
Return of goods into India after Repair	Return of goods into India after repair require clear identity establishment, evidencing the imported items with earlier exported items. Export of parts for repair: • Parts being exported should have affixed/engraved with unique serial number and the number is required to be mentioned in customs export entry (Shipping Bill) as well as Shipping documents, duly endorsed by customs authorities. • Since, there is no foreign exchange involved in this transaction, India customer to furnish Bank GR (Guaranteed Remittance) Waiver during custom clearance along with other shipment documents. Import of the parts after repair: • Repaired material during the importation should be accompanied with Supplier's proper re-export Invoice, clearly indicated with repair cost, freight cost, Item serial number etc. • Post arrival of the shipment, Importer is responsible to establish the identity of the goods	

	before customs by furnishing customs export entry (Shipping Bill) & other shipping documents which were duly endorsed by customs during the export of such goods. • Customs may physically examine the goods to ensure the proper identity is established. • Custom duty is levied on repair & freight (to & from) costs only.	
Import of Integrated Circuits (ICs)	Items with HSN No. 85423100, 85423200, 85423300, 85423900, 85429000 requires compulsory registration under "Chip Imports Monitoring System (CHIMS)" prior to importation. Importers to submit advance information in an online system for import of items and obtain an automatic Registration Number by paying applicable registration fee.	URL for registration of ICs: www.imports.gov.in
Import of Telecommunication/wireless equipment	As per The Wireless Planning and Coordination Wing (WPC) of Department of Telecommunications (DoT), India guidelines, telecommunication/wireless products require Equipment Type Approval (ETA)/WPC License from WPC. ETA/License is issued on per equipment model basis. Application can be filed by foreign manufacturers or Authorized Indian Representative.	More information can be obtained using below URL: https://dot.gov.in/spectrum
Products under Compulsory BIS Certification	Below category items require Compulsory BIS (Bureau of Indian Standards) registration prior to importation (please refer URL for the complete list of items covered): 1. Electronics and IT Goods 2. Solar Photovoltaics, Systems, Devices and Components 3. Low – Voltage switchgear and control gear 4. Ortho Phosphoric Acid	Details of registration and list of the items under BIS can be viewed using below URL: https://bis.gov.in/index.php/product-certification/products-under-compulsory-certification/scheme-ii-registration-scheme/
Import of Seeds & Plant materials	Import of Seeds require permit from Plant and Quarantine department, Government of India. Shipment needs to be accompanied by original phytosanitary certificate issued by the exporting country.	Please refer below URL for more details and procedures for obtaining permit: https://plantquarantineindia.nic.in/PQISPub/html/Imppermit-issue.htm
Import / Export of rough Diamonds	Import/Export rough diamonds allowed only if: • Importer/Exporter is registered with Gems & Jewellary Export Promotion Council (G&JEPC) of India.	Please refer User manual for Kimberley Process: https://www.gjepc.org/images/pdf/OnlineKimberleyProcess_Manual.pdf

	• Shipments shall be accompanied by Kimberley Process (KP) Certificate as specified by G&JEPC	
Prohibition on import of single-use plastic	Import of single-use plastic, including polystyrene and expanded polystyrene, commodities (mainly classifiable under harmonized tariff chapter 39) are prohibited: a. Ear buds with plastic sticks, plastic sticks for balloons, plastic flags, candy sticks, ice-cream sticks, polystyrene [Thermocol] for decoration. b. Plates, cups, glasses, cutlery such as forks, spoons, knives, straw, trays, wrapping or packing films around sweet boxes, invitation cards and cigarette packets, plastic, or PVC banners less than 100 micron, stirrers. As per the regulation: • importers of plastic packaging products or products with plastic packaging, carry bags, multi-layered packaging, or plastic sheets to register online on the centralized portal of the Central Pollution Board, Government of India • fulfilment of extended producer responsibility and obligation as required in rule book.	URL for Subject Government Instructions: https://taxinformation.cbic.gov.in/view-pdf/1000424/ENG/Instructions
India inbound shipments to be manifested with shipper/consignor details on record	All shipments arriving in India are required to be manifested with the details of the actual shipper or consignor on record. As per Indian Customs requirement, the actual shipper or consignor who tenders the shipment to middlemen, consolidators, or Authorised Service Partner (ASP), should be manifested as the shipper/consignor on record. The shipper/consignor's name and address must be printed on the shipping invoice, air waybill, and other shipping documents and the same details must be manifested in the FedEx system. Any deviation is deemed non-compliant according to India Customs regulations.	
Laptops, Tablets, All-in-one Personal Computers and Ultra small form factor Computers and Servers	With effect from 1st November 2023, the Importer on record (IOR) would require import License prior to import of Laptops, Tablets, All-in-one Personal Computers and Ultra small form factor Computers and Servers classified under HS Code 8471. Exceptions: 1. Import of One (01) such item purchased from e-commerce portals through courier or post subject to applicable duty payment. 2.Import for the purpose of R&D, Testing, Benchmarking and Evaluation, Repair and Re-export and product development (limited 20 units per shipment) and subject	Notification No. 23 /2023, dated 3rd August 2023 issued by Directorate General of Foreign Trade. and Notification No. 26/2023 dated 4th August 2023

	to conditions that the goods shall be used for above purpose 3. Re-import of above items when repaired abroad, 4. Imported as essential part of a Capital Good.	