

Import Clearance Procedures by yourself

After receiving “Arrival Notice (A/N)” from the shipping company or the shipping agent

✓Check the warehouse or container yard described in the “Arrival Notice”

✓Receipt of “Delivery Order (D/O)” from the shipping company or the shipping agent

※If the goods are plants, animals, food stuffs, pharmaceuticals, etc. which are restricted to import, please obtain any license, authorization, etc. from the competent authorities

→[Outline of other relevant laws and ordinances referred to by Customs](#)

Please use [“Preliminary checklist for Import Clearance Procedures”](#)

Customs Procedure

You can make an import declaration after the cargo is taken into warehouse etc.

Preparation of import declaration

You shall declare the goods to the customs office holding jurisdiction over the warehouse etc. where the goods are stored.→[Jurisdiction and Location of Kobe Customs](#)



Please use “Export and Import Declaration Terminal” installed at customs office to make an import declaration.

Import Declaration

→[Documents to be Submitted for Import Clearance](#)

(Document examination)
(Physical inspection)

The customs office reviews the documents and may elect to inspect the goods.→[Flow chart of Physical inspection](#)

Payment of tax

Please pay the tax using the “Statement of Duty Payment” you received from the customs officer.

Receipt of
“Import Permit”



Receipt of the goods

You can receive goods when you present “Import Permit” and ‘Delivery Order’ to the officer at the warehouse etc. where the goods are stored.

For your information

[Flow of Goods from Arrival to Release](#)