

Import Clearance Procedures by yourself

Before Procedure

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

After receiving an Arrival Notice from the shipping company or the shipping agent,

- Check the bonded area where import goods are stored
- Receive a Delivery Order from the shipping company or the shipping agent
- Check the respective customs office holding jurisdiction over the bonded area where import goods are stored

→ [bonded warehouse within the jurisdiction of Kobe customs](#)

If the goods are plants, animals, food, pharmaceuticals, etc. which are restricted to import in accordance with the relevant Japanese law or ordinance, please obtain any license, authorization, etc. from the competent authorities.

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

Customs Procedure

You can make an Import declaration after the goods have been taken into the bonded area.

Import declaration

You will make an Import declaration to the customs office.

→ [Jurisdiction and Location of Kobe customs](#)

At the customs office where Export and Import Declaration Terminal is installed, you can use the terminal to make an Import declaration.

Or you submit Import declaration form (Customs form C-5020) in triplicate to the customs office.

→ [How to Fill in an Import Declaration](#)

You must submit the necessary documents.

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

(Document Examination)
(Customs Inspection)

The customs office carries out document reviews and necessary inspections. Please transport the goods and witness during the Customs inspection.

→ [Flow of Customs Inspection](#)

Payment taxes

Please pay customs duty and consumption tax and others (hereinafter referred as “taxes”) in cash on the statement handed over the by a customs officer.

You can pay taxes other cash

→ [Multi-Payment Network System](#) / [Direct method](#)

Import permit

The customs officer will issue you an Import permit after confirming taxes have been paid.

Receive the goods

You can receive the goods when you present the Import permit and Delivery Order to the officer at the bonded area.

(For your information) [Flow of goods from Arrival to Release](#) (Customs Answer)