



Gauntlett International Transportes, Lda.

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**DOCUMENTARY REQUIREMENTS FOR THE
IMPORTATION OF HOUSEHOLD & PERSONAL
EFFECTS INTO PORTUGAL FROM OUTSIDE
OF THE EUROPEAN UNION**

*In ALL instances other than shipments belonging to accredited diplomats it is necessary for the importer to apply for & obtain a document called a “**CERTIFICADO DE BAGAGEM**” from the Portuguese Consul in the nearest town or city from whence he/she is moving to Portugal. It is not recommended that any goods be despatched to Portugal until this document has been issued.*

*In addition to the “Certificado de Bagagem” the importer must also obtain a document called an “**Atestado da Residência**” which is issued by the local Junta de Freguesia (town council) in the location in Portugal where the importer is going to reside. This document is NOT a residence permit but acts as proof that the importer has physically arrived in Portugal to take up residency in the stipulated location.*

***Authenticated Photocopies** of the information pages of the **importer’s passport** and “**Cartão do Contribuinte**” (**Fiscal Registration card**) will also be required. Photocopies can be authenticated by counter clerks at most major post offices in Portugal. It is important to note that the address of the importer as recorded with the Portuguese tax authorities (“Financas”) must be the same address as shown on all the other documentation. Also required is a **declaration**, in Portuguese, to the effect that the goods are his/her own property and he/she will not sell, hire out or otherwise dispose of the goods after their importation. We will supply the correct wording on request.*

*As of November 1997, it is also necessary for the importer to prove his/her entitlement to reside in Portugal in order to avoid the imposition of Value Added Tax (I.V.A.) on goods brought into Portugal from outside of the E.U. If the importer is a citizen of another E.U. country, his/her passport will be accepted as proof of such entitlement. However, if the importer is NOT an E.U. citizen he/she must either furnish a copy of his/her Portuguese Residence Permit (“**Cartão de Residência**”) OR proof that an application for Permanent Residence Status has been made.*