

## **MANDATORY DOCUMENTS TO BE ATTACHED**

(IN ADDITION TO THE PRINTED AND SIGNED DECLARATION)

Please always make sure that you send us a clearly legible copy of the document.

### **In case of an ordered item the followings are required to be attached:**

- Order confirmation, which contains the name and the value of the ordered product
- If the order confirmation does not contain the previously mentioned elements, please attach an invoice or document confirming payment

### **For the customs clearance based on duty exemption of a mail item sent by private individual as a gift, the value of the content not exceeding of EUR 45, the followings are required to be attached:**

- Gift declaration from the sender which contains the tracking number of the mail item, details of the sender and the addressee, detailed content, quantity and value of the item, and the confirmation of the fact that the mail item is a gift.

*Gift declarations can only be made by private individuals. [Sample can be downloaded here](#) or an e-mail from the sender will be accepted.*

### **In case of items containing objects for the personal use of a foreign nationality student or pupil, who attending full-time course, the followings are required to be attached:**

- Certificate of school attendance

*VAT shall be payable on computers and computer accessories, in addition no duty exemption shall apply to food content.*

### **In case of items of returnees and natural persons who transfer their normal place of residence to the EU territory, the followings are required to be attached:**

- Document certifying permanent residence outside of the EU exceeding 12 months
- Employment contract or certificate issued by the employer, that contains the date of termination of the employment relationship
- Permanent residence card or document certifying declared residence
- Document certifying the usage of property exceeding 6 months

*The duty exemption shall not be applied for food content.*

### **In case of domestic return goods that have been sent back to Hungary, the followings are required to be attached:**

- Export document (export accompanying document (EAD) and CN23 customs declaration)

### **In case of repairment or replacement under guarantee, the followings are required to be attached:**

- Export document (export accompanying document (EAD) and CN23 customs declaration)

### **In case of other reasons for duty exemption the followings are required to be attached:**

- At least one document, that justify the duty exemption

### **If you, as a private individual, entrust other customs agent than Magyar Posta, the followings are required to be attached:**

- At least one document of your choice, that relates to the item

### **In case of Postal customs clearance for legal entities, the followings are required to be attached:**

- Invoice
- [Declaration for customs clearance](#)

### **If you, as a legal entity, entrust other customs agent than Magyar Posta, the followings are required to be attached:**

- Invoice