

**DECLARATION FOR FREE ENTRY  
OF UNACCOMPANIED ARTICLES**

19 CFR 148.6, 148.52, 148.53, 148.77

PAPERWORK REDUCTION ACT NOTICE: The Paperwork Reduction Act of 1980 says we must tell you why we are collecting this information, how we will use it, and whether you have to give it to us. We ask for the information to carry out the Customs Service laws of the United States. We need it to ensure that importers are complying with these laws and to allow us to figure, collect, or refund the right amount of duty and tax. Your response is mandatory.

The estimated average burden associated with this collection of information is 10 minutes per respondent or recordkeeper depending on individual circumstances. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to U.S. Customs Service, Paperwork Management Branch, Washington DC 20229. **DO NOT send completed form(s) to this office.**

**PART I—TO BE COMPLETED BY ALL PERSONS SEEKING FREE ENTRY OF ARTICLES** (Please consult with the Customs official for additional information or assistance. REMEMBER—All of your statements are subject to verification. False declarations or failure to declare articles could result in penalties.)

1. IMPORTER'S NAME (Last, first and middle)		2. IMPORTER'S DATE OF BIRTH	3. IMPORTER'S DATE OF ARRIVAL
4. IMPORTER'S U.S. ADDRESS		5. IMPORTER'S PORT OF ARRIVAL	
		6. NAME OF ARRIVING VESSEL/CARRIER AND FLIGHT/TRAIN	
7. NAME(S) OF ACCOMPANYING HOUSEHOLD MEMBERS (wife, husband, minor children, etc.)			

8. THE ARTICLES FOR WHICH FREE ENTRY IS CLAIMED BELONG TO ME AND/OR MY FAMILY AND WERE IMPORTED	A. DATE	B. NAME OF VESSEL/CARRIER	C. FROM (Country)	D. BL OR AWB OR I.T. NO.
	E. NUMBER AND KINDS OF CONTAINERS			
		F. MARKS AND NUMBERS		

**PART II—TO BE COMPLETED BY ALL PERSONS EXCEPT U.S. PERSONNEL AND EVACUEES**

9. RESIDENCY ("X" appropriate box)

I declare that my place of residence abroad  is  was

A. NAME OF COUNTRY	B. LENGTH OF TIME
	Yr. Mo.

C. RESIDENCY STATUS UPON MY/OUR ARRIVAL ("X" One)

(1) Returning resident of the U.S.  (2) Nonresident:  a. Emigrating to the U.S.  b. Visiting the U.S.

10. STATEMENT(S) OF ELIGIBILITY FOR FREE ENTRY OF ARTICLES

I the undersigned further declare that ("X" all applicable items and submit packing list):

**A. Applicable to RESIDENT AND NONRESIDENT**

- (1) All household effects acquired abroad for which free entry is sought were used abroad for at least one year by me or my family in a household of which I or my family was a resident member during such period of use, and are not intended for any other person or for sale. (9804.00.05, HTSUSA)
- (2) All instruments, implements, or tools of trade, occupation or employment, and all professional books for which free entry is sought were taken abroad by me or for my account or I am an emigrant who owned and used them abroad. (9804.00.10, 9804.00.15, HTSUSA)

**B. Applicable to RESIDENT ONLY**

- All personal effects for which free entry is sought were taken abroad by me or for my account. (9804.00.45, HTSUSA)

**C. Applicable to NONRESIDENT ONLY**

- (1) All articles of apparel, personal adornment, toiletries and similar personal effects for which free entry is sought were actually owned by me and in the possession of myself, or those members of my family who accompanied me, at the time of departure to the United States and that they are appropriate and are intended for our personal use and not for any other person nor for sale. (9804.00.20 HTSUSA)
- (2) Any vehicles, trailers, bicycles or other means of conveyance being imported are for the transport of me and my family and such incidental carriage of articles as are appropriate to my personal use of the conveyance. (9804.00.35, HTSUSA)

**PART III—TO BE COMPLETED BY U.S. PERSONNEL AND EVACUEES ONLY**

I, the undersigned, the owner, importer, or agent of the importer of the personal and household effects for which free entry is claimed, hereby certify that they were in direct personal possession of the importer, or of a member of the importer's family residing with the importer, while abroad, and that they were imported into the United States because of the termination of assignment to extended duty (as defined in section 148.74(d) of the Customs Regulations) at a post or station outside the United States and the Customs Territory of the United States, or because of Government orders or instructions evacuating the importer to the United States; and that they are not imported for sale or for the account of any other person and that they do not include any alcoholic beverages or cigars. Free entry for these effects is claimed under Subheading No. 9805.00.50, Harmonized Tariff Schedule of the United States.

1. DATE OF IMPORTER'S LAST DEPARTURE FROM THE U.S.	2. A COPY OF THE IMPORTER'S TRAVEL ORDERS IS ATTACHED AND THE ORDERS WERE ISSUED ON:
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**PART IV—TO BE COMPLETED BY ALL PERSONS SEEKING FREE ENTRY OF ARTICLES** (Certain articles may be subject to duty and/or other requirements and must be specifically declared herein. Please check all applicable items and list them separately in item D on the reverse.)

**A. For U.S. Personnel, Evacuees, Residents and Non-Residents**

- (1) Articles for the account of other persons.  (2) Articles for sale or commercial use.
- (3) Firearms and/or ammunition.  (4) Alcoholic articles of all types or tobacco products.
- (5) Fruits, plants, seeds, meats, or birds.  (6) Fish, wildlife, animal products thereof.

**B. For Residents and Non-Residents ONLY**

- (7) Foreign household effects acquired abroad and used less than one year.  (8) Foreign household effects acquired abroad and used more than one year.

**C. For Resident ONLY**

- (9) Personal effects acquired abroad.
- (10) Foreign made articles acquired in the United States and taken abroad on this trip or acquired abroad on another trip that was previously declared to U.S. Customs.
- (11) Articles taken abroad for which alterations or repairs were performed abroad.

**D. LIST OF ARTICLES**

(1) ITEM NUMBER CHECKED IN PART IV, A., B., C.	(2) DESCRIPTION OF MERCHANDISE	(3) VALUE OR COST OF REPAIRS	(4) FOREIGN MERCHANDISE TAKEN ABROAD THIS TRIP: <i>State where in the U.S. the foreign merchandise was acquired or when and where it was previously declared to U.S. Customs.</i>

**PART V—CARRIER'S CERTIFICATE AND RELEASE ORDER**

The undersigned carrier, to whom or upon whose order the articles described in PART I, 8., must be released, hereby certifies that the person named in Part I, 1., is the owner or consignee of such articles within the purview of section 484(h), Tariff Act of 1930.

In accordance with the provisions of section 484(h), Tariff Act of 1930, authority is hereby given to release the articles to such consignee.

1. NAME OF CARRIER	2. SIGNATURE OF AGENT (Print and sign) <span style="float: right;">Date</span>
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**PART VI—CERTIFICATION TO BE COMPLETED BY ALL PERSONS SEEKING FREE ENTRY**

I, the undersigned, certify that this declaration is correct and complete.

1. "X" One

A. Authorized Agent\* (From facts obtained from the importer)  B. Importer

2. SIGNATURE	3. DATE
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\*An Authorized Agent is defined as a person who has actual knowledge of the facts and who is specifically empowered under a power of attorney to execute this declaration (see 19 CFR 141.19, 141.32, 141.33).

<b>PART VII—CUSTOMS USE ONLY</b> (Inspected and Released)	1. SIGNATURE OF CUSTOMS OFFICIAL	2. DATE

TREASURY DEPARTMENT  
U.S. CUSTOMS SERVICE

**SUPPLEMENTAL DECLARATION**  
**FOR**  
**UNACCOMPANIES PERSONAL AND HOUSEHOLD EFFECTS**

1. Owner of Household Goods  
(Last Name, First and Middle): \_\_\_\_\_
  
2. Date of Birth: \_\_\_\_\_
3. Passport (Country & Number): \_\_\_\_\_  
\_\_\_\_\_
4. Social Security No. \_\_\_\_\_
5. U.S. Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. Foreign Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Reason for Moving: \_\_\_\_\_  
\_\_\_\_\_
  
8. Citizenship: \_\_\_\_\_
9. Resident Alien No.: \_\_\_\_\_
10. Employer: \_\_\_\_\_  
\_\_\_\_\_
11. Position with Company: \_\_\_\_\_  
\_\_\_\_\_
12. Length of Employment: \_\_\_\_\_
13. Nature of Business: \_\_\_\_\_  
\_\_\_\_\_
14. Name & Telephone of Company Official who can  
verify above: \_\_\_\_\_  
\_\_\_\_\_
  
15. Name & Address of Freight Forwarders, Packers, & Shipping Agents: \_\_\_\_\_  
\_\_\_\_\_
16. Shipment Itinerary (Specify Place of Loading): \_\_\_\_\_  
\_\_\_\_\_
  
17. Certification (Check one):       Authorized Agent       Importer
  
18. Signature: \_\_\_\_\_      Date: \_\_\_\_\_

## **How To Fill Out Your**

### **Supplemental Declaration for Unaccompanied Personal and Household Effects**

- Numbers 1 through 14 **must** be completed by you, and should be self-explanatory.
- Numbers 15 and 16 - Leave Blank (these will be filled out by the broker or an authorized agent).
- Number 17 - Select: Importer.
- Number 18 - Date and sign.

**NOTE:** This form **must** be completed along with Customs Form 3299 and submitted to our representative at origin at time of pickup of your household effects.

# POWER OF ATTORNEY

U.S. Customs Service  
141.32, C.R.

- Individual
- Partnership
- Corporation
- Sole Proprietorship

KNOW ALL MEN BY THESE PRESENTS: That \_\_\_\_\_  
 (Full name of person, partnership, or corporation, or sole proprietorship (Identify))

\_\_\_\_\_ a corporation doing business under the laws of the State of \_\_\_\_\_ or a  
 doing business as \_\_\_\_\_ residing at \_\_\_\_\_

\_\_\_\_\_ having an office and place of business at \_\_\_\_\_, hereby constitutes and appoints each of the following persons

\_\_\_\_\_  
 (Give full name of each agent designated)

as a true and lawful agent and attorney of the grantor named above for and in the name, place, and stead of said grantor from this date and in Customs District \_\_\_\_\_, and in no other name, to make, endorse, sign, declare, or swear to any entry, withdrawal, decoration, certificate, bill of lading, or other document required by law or regulation in connection with the importation, transportation, or exportation of any merchandise shipped or consigned by or to said grantor; to perform any act or condition which may be required by law or regulation connection with such merchandise; to receive any merchandise deliverable to said grantor;

To make endorsements on bills of lading conferring authority to make entry and collect drawback, and to make, sign, declare, or swear to any statement, supplemental statement, schedule, supplemental schedule, certificate of delivery, certificate of manufacture, certificate of manufacture and delivery, abstract of manufacturing records, declaration of proprietor on drawback entry, declaration of exporter on drawback entry, or any other affidavit or document which may be required by law or regulation for drawback purposes, regardless of whether such bill of lading, sworn statement, schedule, certificate, abstract, declaration, or other affidavit or document is intended for filing in said district or in any other customs district;

To sign, seal, and deliver for and as the act of said grantor any bond required by law or regulation in connection with the entry or withdrawal of imported merchandise or merchandise exported with or without benefit of drawback, or in connection with the entry, clearance, lading, unloading or navigation of any vessel or other means of conveyance owned or operated by said grantor and any

and, all bonds which may be voluntarily given and accepted under applicable laws and regulations, consignee's and owner's declarations provided for in section 485, Tariff Act of 1930, as amended, or affidavits in connection with the entry of merchandise;

To sign and swear to any document and to perform any act that may be necessary or required by law or regulation in connection with the entering, clearing, lading, unloading, or operation of any vessel or other means of conveyance owned or operated by said grantor;

And generally to transact at the customhouses in said district and all customs business, including making, signing, and filing of protests under section 514 or the Tariff Act of 1930, in which said grantor is or may be concerned or interested and which may properly be transacted or performed by an agent and attorney, giving to said agent and attorney full power and authority to do anything whatever requisite and necessary to be done in the premises as fully as said grantor could do if present and acting, hereby ratifying and conforming all that the said agent and attorney shall lawfully do by virtue of these presents; the foregoing power of attorney to remain in full force and effect until the \_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, or until notice of revocation in writing is duly given to and received by a District Director of Customs of the district aforesaid. It the donor of this power of attorney is a partnership, the said power shall in no case have any force or effect after the expiration of 2 years from the date of its receipt in the office of the district directory of customs of the said district

IN WITNESS WHEREOF, the said \_\_\_\_\_

has caused these presents to be sealed and signed: (signature)

X \_\_\_\_\_

(Capacity) \_\_\_\_\_ (Date)

WITNESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Corporate seal)

## How to fill out your U.S. Customs Form 3299

(Declaration for Free Entry of Unaccompanied Articles)

Please note the meaning of certain words used in the form:

IMPORTER:	Yourself
RESIDENT:	American citizen
NON-RESIDENT:	Any citizen from a country other than the U.S.
HOUSEHOLD GOODS:	Furniture & household goods, except personal effects
PERSONAL EFFECTS:	Clothing, jewelry, photographic equipment, tape recorders, stereo components, vehicles, etc.
FOREIGN:	Not American

The declaration is divided into seven parts; some are to be left blank according to the following instructions.

PART I-	Box 1:	Your name
	Box 2:	Your birth date
	Box 3:	Date of your arrival in the U.S. Remember: your US Customs form 3299 is not valid until your arrival in the US-so plan your arrival to coincide with the arrival of your shipment.
	Box 4:	US address and/or contact phone number
	Box 5:	Name of airport where you cleared Customs in US
	Box 6:	Name of airline and flight number you will enter the US on
	Box 7:	First names of accompanying household members and relation to you
	Box 8:	Leave blank

PART II-	Box 9:	“X” appropriate box
	Box 10:	“X” one

-If you are a resident of the US, enter your social security number and passport number

-If you are a non-resident, indicate your passport number, visa number, and type of visa you are entering the US on

PART III- Leave blank

PART IV- “X” appropriate boxes-bearing in mind special meaning of the terms  
“household goods” and “personal effects”

On the back of the form (item D: “List of Articles”) provide the following (you may use additional sheet of paper):

- List of personal effects, with US dollar amount paid and date of purchase
- List of all furniture purchased less than a year prior to personal departure; also indicate US dollar amount and date of purchase for each item
- List of alcoholic beverages, showing number of bottles, size of bottles (fifth, quart, etc.), value per bottle, type of alcoholic beverages, alcohol content on wine and champagne, and proof on hard liquor

**These articles are subject to customs duties, taxes and supplementary entry fees.**

PART V- Leave blank

PART VI- “X” B - Importer’s signature and today’s date

PART VII- Leave blank