



## Planning Your International Move

### Choosing a Move Date:

- Plan your move for regular working days to avoid overtime charges for weekends and holidays
- Avoid moving on the first or last few days of the month, because these tend to be the busiest moving times
- Check the destination Country's Holiday schedule to ensure your move does not encounter any unnecessary delays
- Taking pictures of furniture and valuables as proof of ownership is a good precaution in the event of loss or damage. Photographs of anything that might need to be disassembled for transit are also useful so the destination crew will know how to reassemble the items

### Customs Regulations

As your shipment goes through customs, it is important that you make yourself available to answer questions, to provide additional documentation if necessary and to understand that duties can and may be levied against your goods. If applicable, keep the official receipt, some duties may be refundable when you leave the country. Check with the consulate, embassy or customs office of your destination country with specific questions on items you want to take with you. If something is questionable, obtain written assurance from the consulate/embassy that the item can be admitted as part of your shipment.

### Important Documents

The following is a list of documents that should be taken with you and **not** packed into your shipment as you will probably need them before your shipment arrives.

- Passports
- Travel Documents
- Birth Certificates
- Marriage Certificate
- Divorce Papers
- Adoption Papers
- Child Custody Papers
- Driving License
- Medical Records
- Medication
- Any kind of insurance
- Legal Documents
- School Papers/Records
- Bank Statements
- Tax Records
- Vehicle Records – if applicable

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