



# Champion

International Moving, Ltd.

**Guidelines To Complete Your  
U.S. Customs Form --- 3299  
(Declaration for Free Entry of Unaccompanied Articles)**

The Declaration is divided into seven (7) sections. Some are to be left blank according to the following instructions:

**Part I**

*Numbers 1 - 7 must be filled out completely. Remember that the "importer" is you.*

- Box #1** -- Your name.
- Box #2** -- Your date of birth.
- Box #3** -- Date of your arrival into the United States.
- Box #4** -- U.S. address and / or contact telephone number.
- Box #5** -- Name of airport where you cleared U.S. Customs.
- Box #6** -- Name of airline and flight number on which you entered the United States.
- Box #7** -- First names of accompanying household members and their relationship to you.
- Box #8** -- Please leave blank.

**Part II**

- Box #9** -- Mark an "X" in appropriate boxes.
- Box #9A** -- Name of country.
- Box #9B** -- Length of time.
- Box #9C** -- See reverse side of this page for explanation of residency status. Check **Box (1)** if you are arriving into the United States and are a returning resident. Check **Box (2a)** if you are emigrating to the United States. Check **Box (2b)** if you are arriving for an extended stay relating to business.
- Box #10** -- Mark an "X" in appropriate boxes.

**Part III**

This section should not apply to you.

**Part IV**

**Sections A,**

**B and C** -- Mark an "X" in appropriate boxes.

**Section D** -- "**List of Articles**", all articles listed here will be subject to duties, taxes and supplementary entry fees. (List of furniture that you are declaring as "new" means that you purchased it less than a year prior to your personal departure. Indicate here the U.S. dollar amount and date of purchase for each item. List of alcoholic beverages showing number of bottles, size of bottles, the estimated value per bottle, the type of alcoholic beverage, the alcohol content on wine and champagne and the alcoholic proof of liquor.) Please check with your Champion International relocation specialist before deciding to ship alcohol because state laws and restrictions vary.

**Part V**

Please leave blank.

**Part VI**

Please mark an "X" in B, then provide **Importer's signature and current date.**

**Part VII**

Please leave blank. (This area for Customs use only.)

US Customs also requires a photocopy of your passport (photo and signature page only) for returning US Citizens, or your US Work Visa (photo and signature only) for non-US Citizens.

### **Who must declare their import shipment of personal effects, household goods and merchandise?**

Everyone importing personal effects, household goods and other merchandise into the United States must make a declaration of the contents of their shipment to the U.S. Customs authorities. This refers equally to the articles which you carry with you as a part of your passenger baggage and which arrives with you, as well as to the articles which you ship as cargo via freight and which may arrive in the United States at another time or place via air, ocean, rail, truck, bus, etc.

The declaration you make for the articles you ship as cargo via a freight line is a written declaration. This declaration varies according to your residence status. There are four categories under which U.S. Customs can consider your residence status. Your cargo shipment is processed and inspected according to your residence status and type of written declaration submitted.

### **What are the four (4) categories of U.S. Customs Residence Status?**

They are: (1) returning resident, (2) non-resident, (3) U.S. Government or U.S. military employee, and (4) diplomatic (a) diplomatic personnel of foreign government, (b) foreign military personnel and (c) personnel of international organizations (which have been so designated by an executive order of the President of the United States).

### **What does "Resident" mean?**

Citizens of the United States, or persons who have formerly resided in the United States (including American Citizens who are residents of American Samoa, Guam or the Virgin Islands of United States) shall be deemed residents of the United States returning from abroad.

### **What does "Non-Resident" mean?**

Any person arriving in the United States who does not meet the above "Resident" requirements. Also, any person arriving in the United States who would otherwise be considered a returning resident, may claim at his option the status of a non resident if he intends to remain in the United States for only a short period of time before returning abroad.

### **What does "Accompanying" mean?**

The items which you personally have in your possession at the time you actually arrive in the U.S. at your first port of entry are "accompanying baggage".

### **What does "Not Accompanying" mean?**

The articles which you ship as cargo by a freight line and are not intended to accompany you on the same conveyance and which arrive in the U.S. at some different time and or different place than when you personally arrive are "not accompanying".