



FIFA WORLD CUP
RUSSIA 2018

CUSTOMS & FREIGHT FORWARDING MANUAL

the 2018 FIFA World Cup™

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INTRODUCTION	3
SECTION A - CARGO	4
A1 BEFORE MOVING GOODS INTO RUSSIA	4
A2 SHIPPING OF THE CARGO	8
A3 WHERE TO PERFORM CUSTOMS CLEARANCE IN RUSSIA	9
A4 CUSTOMS BROKER	10
A5 CUSTOMS DECLARATION	10
A6 CUSTOMS DOCUMENTS	11
A7 RESTRICTED ITEMS AND PERMISSION DOCUMENTS	13
A8 INTELLECTUAL PROPERTY RIGHTS	16
A9 CUSTOMS PROCEDURES	16
A9.1 TEMPORARILY IMPORTED EQUIPMENT (ATA CARNETS)	17
A9.2 TEMPORARILY IMPORTED EQUIPMENT (SPSE)	20
A9.3 PERMANENTLY IMPORTED GOODS – GIFTS AND GIVE-AWAY ITEMS	22
A9.4 PERMANENTLY IMPORTED GOODS – CONSUMABLES AND DISPOSABLES	23
A9.5 PERMANENTLY IMPORTED GOODS – DONATIONS	24
A9.5 PERMANENTLY IMPORTED GOODS – FREE CIRCULATION	25
A10 DECLARING OF OUTSIDE BROADCAST VANS	26
A11 DELIVERY TO VENUE AND ON-SITE LOGISTICS SUPPORT	26
A12 OUTBOUND PROCEDURES FOR CARGO	27
SECTION B – PERSONAL ITEMS (CHECKED LUGGAGE)	29
B1 CUSTOMS PROCEDURES UPON ARRIVAL	29
B2 CUSTOMS PROCEDURES UPON DEPARTURE	33
SECTION C – LOC LOGISTICS DEDICATED TEAM	36
SECTION D – LOGISTICS SERVICES PROVIDER	37
SECTION E – ATTACHMENTS	38
APPENDIX E1 – GLOSSARY	38
APPENDIX E2 – CUSTOMS PROCEDURES COMPARING TABLE	41
APPENDIX E3 – MARKING FOR THE PACKAGING	43
APPENDIX E4 – HOW TO BE INCLUDED IN THE FIFA CUSTOMS LIST	44
APPENDIX E5 – CUSTOMS DECLARATION FORM (SPSE)	46
APPENDIX E6 – SAMPLE NOTIFICATION FORM TO FINALISE SPSE	49
APPENDIX E7 – CUSTOMS OFFICES CONTACT INFORMATION	50

INTRODUCTION

The purpose of the Customs & Freight Manual is to provide an overview of importation, exportation and customs clearance process for the 2018 FIFA World Cup™.

This manual is mainly addressed to:

- FIFA
- FIFA Commercial Affiliates (CAs)
- Host Broadcaster and Media Right Licensees (MRLs) and
- Their goods and service providers.

Participating Member Associations (PMA), press agencies and other press companies (Media) should refer to the respective publications.

Customs procedures in Russia differ depending on the way in which goods depart from the country of exportation and if they are intended for personal or commercial use:

- A) Goods transported by a Logistics Company as cargo or hand carried items imported on behalf and for the purposes of an organisation
- B) Goods hand carried by an individual as personal items for personal use.

Separate sections in this manual describe procedures for both categories.

Russia is a member of the Customs Union with Belarus, Kazakhstan, Armenia and Kyrgyzstan (Eurasian Economic Union). You are advised to take this into consideration when selecting logistics routes and as a general rule give preference to direct entry into Russia.

FIFA, FIFA Commercial Affiliates (CAs), Host Broadcaster and Media Right Licensees (MRLs), their goods and services providers are responsible for arranging their own freight shipments for the FWC 2018.

This publication contains information as general guidance only and should not in any way be considered legally binding. For more specific questions or concerns, the advice of the LOC, Russian customs authorities, your logistics and customs brokerage service providers or professional consultants & lawyers should be obtained.

SECTION A - CARGO

Please see the following guidelines regarding importation of goods which will be shipped as cargo (freight) via a Logistics Company.

AI BEFORE MOVING GOODS INTO RUSSIA

Step 1. Decide who will be in charge of customs clearance in Russia

In some cases goods may be imported into Russia for the FWC 2018 under a contract with one of the parties being a Russian entity (e.g. sales contract, marketing contract or service agreement for providing services with the use of imported goods). Such Russian entity is in charge of customs clearance and must act as a declarant (importer of record) according to Russian legislation (regardless the Incoterms/terms of delivery or contract obligations).

If a foreign entity is bringing its own goods to perform its own activities in Russia without concluding any contracts with Russian entities, then the foreign company is responsible for customs clearance and shall act as a declarant (importer of record).

If the goods are imported under a contract between two foreign entities (e.g. foreign supplier imports goods for FIFA or for a foreign commercial affiliate of FIFA, marketing partner imports goods for FIFA), then they should decide who will perform customs clearance based on their contractual obligations, the decision on the customs procedure itself, liability for the goods during their stay in Russia, requirements regarding the finalisation of the customs procedure and the responsibility for the re-export of the goods after the event as well as other conditions. Generally, LOC recommends importing the goods in the name of the company which will be using the goods during their stay in Russia and will be responsible for the goods and for their re-export after the event.

Please note that logistics companies and customs brokers are acting on behalf of FIFA-related organisations and are not regarded as declarants (importers of record).

Step 2. Choose your dedicated Freight Forwarder and Customs Broker

It is advisable to select a Freight Forwarder and Customs Broker to arrange transportation and customs clearance of the goods you would like to bring for the FWC 2018 as far in advance as possible (at least 8 weeks before the planned delivery of the goods).

CUSTOMS & FREIGHT FORWARDING MANUAL

It is highly recommended that you engage a Freight Forwarder and Customs Broker with extensive knowledge of import procedures and Russian customs regulations including special customs regulations for FIFA events to avoid unnecessary delays. LOC Logistics does not have sufficient resources to instruct and support customer groups' logistics providers on an individual basis.

See [Section A2](#) "Shipping of the Cargo" and [Section A4](#) "Customs Broker" for further details.

For contact details of official Logistics Services Provider, please refer to [Section D](#).

Step 3. Prepare an Invoice/Proforma-Invoice/Shipping Specification

As soon as you know the list of goods which will be imported into Russia and as far in advance as possible (at least 3-4 weeks before the shipment of goods), please complete the import Invoice or Proforma-Invoice or Shipping Specification using your regular templates and forms.

Please, refer to [Section A6](#) "Customs Documents" to verify that the list of goods contains all the requisite information.

Step 4. Decide on the export customs procedure from your country

Before shipping goods decide on the export customs procedure and check with your local customs authorities about any export requirements and information on returning goods to your own country. In particular, check the current sanction requirements of your country that need to be considered for any exports to Russia.

Step 5. Check and exclude prohibited goods from the shipment

There are certain items that are prohibited for importation into Russia. Below are the examples of such items:

- certain ozone-depleting substances and hazardous waste products
- images of extreme violence or cruelty or pornography, materials aimed at promoting terrorism, etc.
- crop protection substances included in Annexes "A" and "B" of the Stockholm Convention on Persistent Organic Pollutants
- certain kind of firearms and ammunition
- certain fishing nets and electric fish traps
- etc.

CUSTOMS & FREIGHT FORWARDING MANUAL

Please see the full list of prohibited goods at the official website of the Federal Customs Service (available in Russian only):

http://ved.customs.ru/index.php?option=com_content&view=category&id=30&Itemid=1836

Certain food products (meat, poultry, fish, seafood and products derived from them, milk and dairy products, cheese, fruit and vegetables, nuts, sports nutrition, salt, etc.) originating from Albania, Australia, Canada, EU countries, Iceland, Liechtenstein, Montenegro, Norway, Ukraine and USA may not be imported into Russia due to economic sanctions regime.

Certain items may not be transported by air transportation due to airline regulations.

Please check with your Customs Broker and Freight Forwarder regarding any such prohibited goods and exclude them from the shipment and shipment documents. Importation of prohibited goods into Russia may result in administrative fines (up to 200% of the value of the relevant goods) and/or confiscation of the goods.

Step 6. Decide on the import customs procedure

Choose the appropriate import customs procedure and give clear instructions to your Customs Broker on the customs procedure to be used and on the expected period that the goods will stay in Russia. The import procedure will depend mostly on the way you are going to use the goods for the FWC 2018 and what you intend to do with the goods after the FWC 2018.

Please, refer to [Section A9.1](#) for details on importing goods under the ATA carnets.

Refer to [Sections A9.2-A9.4](#) for information about using of the Special Procedure for Sports Events (SPSE), which includes goods that will be temporarily imported, distributed free of charge, consumed or disposed of during the event.

[Section A9.5](#) provides more details about the Release for Domestic Consumption Procedure (RDCP).

You may also see the customs procedures comparison table in [Appendix E2](#).

Step 7. Make sure that you are included in the customs list for SPSE

If you are a FIFA-related organization and opt to use the SPSE, make sure that you are included in the list of companies eligible to apply for customs exemptions provided by SPSE FIFA-related organisations (FIFA customs list).

Refer to [Appendix E1](#) for the list of categories which fall into the group of FIFA-related organisations.

In order to be listed by FIFA as a company eligible to apply for customs exemptions provided by SPSE please refer to [Appendix E4](#) for detailed instructions.

We encourage all FIFA-related organisations to register in the FIFA customs list well in advance regardless schedule of your logistics operations.

If you have already registered for the FIFA World Cup Preliminary Draw in 2015, the FIFA Confederations Cup Draw in 2016, the FIFA Confederations Cup Russia 2017 or the Final Draw in 2017 you do not need to reapply.

Once you are listed on the FIFA customs list, you can apply for the SPSE for all your importations as well as re-exportations without obtaining confirmation letter from LOC for particular shipment.

Registration in the FIFA customs list will allow you to use additional benefits also for your shipments under ATA Carnets (refer to [Section A9.1](#) for details).

Please note that logistics companies and customs brokers are acting on behalf of FIFA-related organisations and are not allowed importing goods designated to the FIFA-related organisations on their own name. Therefore, logistics companies and customs brokers are not required to be listed on the FIFA customs list.

The FIFA customs list is published at:

<http://www.fifa.com/worldcup/organisation/technical-information/index.html>

Step 8. Arrange for import permissions and consents for your cargo (if applicable)

Depending on the customs procedure and on the type of your cargo, you may need to obtain import licenses and permissions from state authorities as well as consent from the trademark owner.

CUSTOMS & FREIGHT FORWARDING MANUAL

Please refer to [Section A7](#) “Restricted Goods and Permission Documents” for details about licenses and permissions from state authorities.

Also, refer to [Section A8](#) “Intellectual Property Rights” for information about rights-holder consents for branded goods.

A2 SHIPPING OF THE CARGO

Shipment details

Your dedicated Freight Forwarder will be responsible for collecting your cargo from the indicated place of shipment and for delivering it to the final destination inside Russia using road, air, sea or rail transport. Please agree with the Freight Forwarder on insurance of the goods during their transportation, safe packaging and return of the goods after the event, as well as storage of the goods and empty packaging during the event (if required).

Provide the Freight Forwarder with clear instructions about the details of your cargo, place of destination and the consignee of the goods at the place of destination.

Please note that the LOC is not able to act as the consignee of the goods belonging to or intended for use by a third-party entity. You should clarify in advance who will accept the shipment at the place of destination and sign the respective documents on your behalf.

The Freight Forwarder will arrange for the transport waybill (AWB, BL, CMR, RWB) to be issued according to the means of transport.

You should provide your Freight Forwarder with the Invoice/ Proforma-Invoice/Shipping Specification and Packing List (see [Section A6](#) “Customs Documents”). These documents should accompany the cargo and be stamped by Russian or other Eurasian Economic Union member state border customs upon arrival in the territory of such Union member state.

The Freight Forwarder should follow the standard advance notification border procedure defined in the Eurasian Economic Union (except for sea shipments) in order to ensure streamlined customs clearance at the border.

Marking of the Cargo

To make it easier to identify your cargo, please mark your boxes (pallets) with the special marking (see [Appendix E3](#)).

A3 WHERE TO PERFORM CUSTOMS CLEARANCE IN RUSSIA

Designated customs offices

Before your goods are delivered to the final destination, they will pass through the customs point en route to undergo customs clearance.

You should choose a customs office primarily depending on how your cargo will arrive in Russia (i.e. by air, sea, land) and on the customs procedure to be used.

Goods can be declared under the Special Procedure for Sports Events (SPSE) or Release for Domestic Consumption Procedure (RDCP) to any Russian customs office at your discretion, except for a limited category of goods that should be declared at designated customs offices (e.g. vehicles, food, jewellery, metal bijouterie, including keychains, alcohol and tobacco products). At the same time, you are encouraged to use the Saint-Petersburg and Moscow customs offices, since they can provide additional support to customer groups importing goods for the FWC 2018. See [Appendix E7](#) for these customs offices' contact information.

Note that not all Russian customs offices are authorised to accept ATA carnets. Customs offices entitled to carry out customs procedures for ATA carnet-covered goods are indicated in [Appendix E7](#).

Outside broadcast vans (OB vans) should be customs cleared through designated customs offices. For special notes on customs offices where OB vans may be cleared, please refer to [Appendix E7](#).

Air or sea freight

If cargo arrives by air or sea, you may find it more convenient to perform customs formalities at the arrival airport or seaport. For air cargo you may clear goods with the customs authorities in Moscow airports (Sheremetyevo, Domodedovo, Vnukovo). For sea cargo, you may clear goods through the customs authorities at the Saint-Petersburg seaport.

Truck or rail freight

For cargo shipped by truck or rail, you can choose to clear them either at a border customs office or at an inland customs office in Russia. In the latter case, goods are delivered to the relevant inland customs office under the transit customs procedure.

Generally, if customs clearance is done inland, the customs authorities may require a financial security (bond) for goods transported by truck

CUSTOMS & FREIGHT FORWARDING MANUAL

from a border to an inland customs office unless goods are transported under an ATA carnet or a TIR carnet (only for dedicated places of entry). Please consult with your Logistics Provider about what would be needed and the ways of providing a financial security.

A4 CUSTOMS BROKER

In most cases customs clearance in Russia is performed by a Customs Broker acting on behalf and at the expense of the declarant (importer of record). The Customs Broker must be a Russian entity and must hold a special authorisation (license) to render a customs brokerage service.

The Customs Broker's role is to help you with collecting the set of documents required for customs clearance, determine specific customs information (like HS codes, i.e. customs Tariff numbers, customs value when they are required), calculate customs payments due, determine foreign trade restrictions to be observed, fill in the customs declaration form and submit customs declaration together with the supporting documents to customs on your behalf.

At your request, the Customs Broker may provide additional services connected with customs clearance (like preparing drafts of invoices, performing translations, obtaining licenses and other permission documents in the name of importer of record).

If you are engaging an international logistics provider both for transportation and customs clearance, a separate contract for customs services in Russia needs to be signed with a Russian entity that is registered as a customs broker and will perform customs formalities on your behalf.

A5 CUSTOMS DECLARATION

Depending on the chosen customs procedure different forms of customs declaration will be used:

- ATA carnets - the ATA Carnet itself is used as customs declaration
- Special Procedure for Sports Events (SPSE) - simplified form
- Release for Domestic Consumption Procedure (RDCCP) - regular (standard) customs declaration form.

The simplified form of the customs declaration for Special Procedure for Sports Events (SPSE) is provided in [Appendix E5](#).

CUSTOMS & FREIGHT FORWARDING MANUAL

The SPSE customs declaration form was specifically developed for the FCC 2017 and FWC 2018 events. This SPSE customs declaration form consists of main and supplementary sheets. You may use the same form for importation, re-exportation and reporting about consumed goods by adding required information in the respective fields of the main and/or supplementary sheets. You may also use your own Invoice/Proforma-Invoice/Shipping Specification or any other commercial document instead of the supplementary sheet of the customs declaration if such document contains all the information which is to be indicated in the supplementary sheet.

The SPSE customs declaration form can be submitted in paper or electronically.

A6 CUSTOMS DOCUMENTS

A customs declaration should be supported with the following basic documents:

- Transport waybill (AWB, BL, CMR, RWB)
- Invoice/Proforma-Invoice/Shipping Specification or any other document you would usually use in connection with the goods being declared – 3 original copies blue inked and stamped
- Packing List (if any) – 3 original copies blue inked and stamped
- Contract for the supply of goods or services (if the goods are imported for the FWC 2018 under the contract in favor of a Russian company which acts as a declarant (importer of record) due to the explanation provided in [Section A1](#) “Before Moving Goods into Russia”, step 1)
- Import licenses and permissions (if applicable)
- Consent from the right-holder for importation of branded goods (if applicable)
- Contract for the customs brokerage services, if customs clearance is performed by Customs Broker
- Letter of authorisation, power of attorney or other similar document issued in the name of an organisation’s employee who declares goods on behalf of such organisation, if customs clearance is made without Customs Broker’s assistance.

Additional information may be requested by your Customs Broker or customs during customs clearance for specific, complex or hi-tech equipment. We advise that you refer to your Customs Broker to discuss

CUSTOMS & FREIGHT FORWARDING MANUAL

in detail and agree in advance on which documents you will present to customs.

Ensure that your Invoice/Proforma-Invoice/Shipping Specification contains the following information at a minimum:

- Name and description of each type of goods (including type of goods in words, model, and main technical or other specifications); add the main function (if the function of goods is not commonly known) and completeness of sets
- Quantity of each type of goods (in appropriate units)
- HS code (customs Tariff number) at the level of at least on 6 digits level*
- Value of each type of goods
- Gross and net weight of each type of goods*
- Country of origin and name of manufacturer*
- The seller (shipper) of the goods - name and address
- The buyer (recipient / importer of record) of the goods - name and address
- The designation of the goods (FWC 2018).

* *Not required for the goods placed under the SPSE*

In addition to the Invoice/Proforma-Invoice/Shipping Specification, it might be helpful to have a separate packing list describing gross and net weight of goods, number of boxes (pallets, containers) as well as content per box/pallet/container, but this is not an obligatory requirement.

Documents may be executed in any language, but their translation into Russian may be requested at customs discretion. Therefore it may be advisable to issue the documents bilingual or to be ready to provide their Russian translation at the request of customs.

Properly prepared documents are vital to ensuring smooth customs clearance of your shipment. If documents are inconsistent or do not properly describe the goods being declared to customs, then the risk of the customs authorities requesting additional documents or examining the goods increases.

Providing incorrect information about names and quantities of the goods may result in considerable administrative fines (up to 200% of the value of the relevant goods) and/or even confiscation of the imported goods.

A7 RESTRICTED ITEMS AND PERMISSION DOCUMENTS

Some items may be subject to import restrictions in Russia and require permission or license from a competent state authority. Please carefully check the list of goods to be imported with your Customs Broker in order to identify any such items. Please note that LOC Logistics team will not have sufficient resources to help you with this matter.

Below are examples of restricted items and permission documents required for their importation.

High-frequency and radio-electronic equipment

No special licenses or permissions for high-frequency and radio-electronic equipment are required when such equipment is placed under the Special Procedure for Sports Events (SPSE) or imported using ATA Carnet (provided that the importer is included in the FIFA customs list).

Please see [Section A9](#) "Customs Procedures" below for more details about SPSE and ATA Carnet customs procedures.

In order to bring high-frequency telecommunications equipment or radio-electronic equipment into Russia using the Release for Domestic Consumption Procedure (RDCP) the importer needs to obtain a special permission from the Russian Federal Service for Oversight of Telecom, Information Technologies and Mass Communications (Roscomnadzor).

Some models of high-frequency and radio-electronic equipment do not require approval or license (permission) regardless of the customs procedure under which such equipment will be placed (the list is available in Russian only):

https://portal.eaeunion.org/sites/cp65/_layouts/15/Portal.EEC.Registry.UI/Registry65.aspx?ItemId=9&ListId=535beaa1-4129-43e7-8be2-a03dee7bed94

Equipment with encryption functions

No special licenses or permissions are required when the goods are placed under the Special Procedure for Sports Events (SPSE) or imported using ATA Carnet (provided that the importer is included in the FIFA customs list).

The goods placed under the Release for Domestic Consumption Procedure (RDCP) shall have the notification from the manufacturer registered within Russian state authorities or a valid license (permission) for importation of equipment with encryption functions issued in the

CUSTOMS & FREIGHT FORWARDING MANUAL

name of the Russian importer. The registered notifications can be found here (available in Russian only):

https://portal.eaeunion.org/sites/odata/_layouts/15/Portal.EEC.Registry.Ui/DirectoryForm.aspx?ViewId=859ec98d-f4fe-423a-b6bc-d01b53fd4b7c&ListId=0e3ead06-5475-466a-a340-6f69c01b5687&ItemId=232#

Food products

Food products of animal origin and some plant products (e.g. fresh vegetables and fruit, fresh mushrooms, nuts, flour, grits, legumes) must be accompanied by the veterinary or plant certificates issued by a competent authority in the country of exportation. The veterinary certificate should be issued using the unified form of Eurasian Customs Union. The form of plant certificates is established by the International Plant Protection Convention dated 6 December 1951.

Raw food of animal origin (meat, poultry, fish, seafood, uncooked prepacks with raw filling, eggs, honey, etc.) can only be imported into Russia if produced by certified manufacturers. The list of such manufacturers in each country is available at:

http://www.fsvps.ru/fsvps/importExport?_language=en

In addition, import permission from the Federal Service for Veterinary and Phytosanitary Supervision (Rosselkhozadzor) issued in the name of the Russian importer will be required in order to bring the above-mentioned food product into Russia using the Release for Domestic Consumption Procedure (RDCP). This import permission will be substituted with the Russian veterinary certificate during customs clearance which will be required to transport such food products inside Russia.

Some products are subject to technical regulations and require a document confirming that food products conform to the technical requirements (this is not applicable for goods declared using the Special Procedure for Sports Events (SPSE)).

It is advisable that all food products be imported in the manufacturing packaging.

Food products prohibited from importation into Russia due to economic sanctions are listed in [Section 1](#) "Before Moving Goods into Russia", step 5.

Alcoholic beverages

An import license, special marking and registration in the specific system are required for importation of alcoholic products into Russia. If you need to bring alcoholic beverages for the FWC 2018, we recommend that you consider either engaging a Russian distributor who meets all these requirements and is experienced in importing alcoholic beverages into Russia or buying them locally. The Special Procedure for Sports Events (SPSE) is not applicable to alcoholic beverages, therefore you may use only the Release for Domestic Consumption Procedure (RDCEP) which involves payment of customs duties and taxes.

Goods subject to technical regulation

Certain kinds of equipment, building materials, items of transport infrastructure, products of the light industry (such as knitted goods, clothing and leather goods, shoes), toys, cookware, products for sanitary and hygienic purposes, perfumes and cosmetics, medical products, food products, telecommunications facilities, other goods imported into Russia must conform to the mandatory requirements defined in the respective technical regulations and standards. The documents proving conformity of such products to the mandatory requirements must be presented to customs authorities. Please consult with your Customs Broker whether you have any goods subject to technical regulations in your shipment. Details can be found here:

<http://www.eurasiancommission.org/ru/act/texnreg/Pages/acts.aspx>

Please, be advised that no documents proving conformity of products to the mandatory technical requirements are required where the goods designated for sport events are temporarily imported using ATA carnet or are placed under the Special Procedure for Sports Events (SPSE).

Other restricted goods

Consult your Customs Broker before shipping other specific goods (medicines and pharmaceutical products, goods made from precious metals and gems, etc.) as they may be subject to various permission documents when using either the Special Procedure for Sports Events (SPSE) or Release for Domestic Consumption Procedure (RDCEP). Please note that certain restricted goods are not allowed for SPSE.

A8 INTELLECTUAL PROPERTY RIGHTS

If you are going to bring goods bearing trademarks or containing other IP rights which are included in the Russian Customs Register of IP Rights (e.g. Cisco, Sony, Panasonic, Canon, Samsung, Nike, Reebok, Adidas, etc.), you will then be required to have the written letter of consent from the respective right-holder who registered their brands in Russia in order to import such goods into Russia.

The Russian Customs Register of IP Rights as well as contact persons responsible for handling applications for granting consents for each brand may be found here (available in Russian only).

http://ved.customs.ru/index.php?option=com_content&view=article&id=109:2010-09-09-06-26-44&catid=13:2008-10-16-13-51-15&Itemid=1814

The consent from the right-holder will not be required for the goods placed under the Special Procedure for Sports Events (SPSE) which are designated solely for the FWC 2018 events.

The consent from the right-holder will not be required also for the goods temporarily imported under the ATA Carnet unless customs authorities identify signs that importation of goods infringes the right-holder's right in a trademark (e.g. the right-holder has applied to customs informing about infringement of his rights, importation of fabricated items, etc.).

Currently only Canon has applied to the customs authorities informing that importation of the equipment marked with the Canon trademarks for the FWC 2018 infringes the right-holder's right. Therefore the written letter of consent from Canon still will be required when importing goods under the ATA Carnet. If your organisation intends to import Canon products into the Russian Federation for the purpose of capturing the FWC 2018 under the ATA Carnet, please contact your Canon account manager or local Canon contact before shipping your equipment, so that Canon can approve your import ahead of the customs clearance.

A9 CUSTOMS PROCEDURES

The customs procedure you will choose during customs clearance may impose some conditions and limitations on how you may use and dispose of your goods. Before choosing the customs procedure we advise that you carefully study the conditions outlined below to determine, first of all, whether your goods are eligible for the desired

CUSTOMS & FREIGHT FORWARDING MANUAL

procedure, and then whether you would be able to meet the relevant requirements.

As general guidelines LOC recommends using:

- ATA carnets – for temporarily imported equipment and goods which are covered by the ATA carnet system and are imported for a period of less than 1 year ([Section A9.1](#)).
- Special Procedure for Sports Events (SPSE) – for temporarily imported equipment and goods as well as for permanently imported goods which will be distributed free of charge (the value of each unit of such goods shall not exceed EUR 500), consumed or disposed of during the event ([Sections A9.2-A9.4](#)).
- Release for Domestic Consumption Procedure (RDCP) – for goods intended for sale or other commercial usage and goods that are intended for activities which are not related to FWC 2018 or any other FWC event as well as goods which are not eligible for SPSE for other reasons ([Section A9.5](#)).

Please note that improper use of goods imported under the ATA carnet or Special Procedure for Sports Events (SPSE), and failure to re-export them from Russia in due time, and/or comply with other requirements imposed by this procedure, can have very serious consequences. These could include the customs authorities charging the applicable customs duties, taxes and penalties, administrative fines, which are generally very high (up to 200% of the value of the relevant goods) and even confiscation of the goods.

We are assuming that the ATA carnet, Special Procedure for Sports Events will be the most appropriate for the goods imported for the FWC 2018. Should you decide for some reason to consider other customs procedures, please refer to your Customs Broker for advice.

A9.1 TEMPORARILY IMPORTED EQUIPMENT (ATA CARNETS)

Before the Event

If you are entering Russia from a country that issues ATA carnets and your goods fall under the regulation of the ATA carnet system, you may temporarily import such goods for use at the FWC 2018 without any customs duties and taxes as well as without customs fees for customs clearance. The ATA carnet is submitted instead of the regular customs declaration required at the time of import and re-export and provides

CUSTOMS & FREIGHT FORWARDING MANUAL

financial security for customs duties potentially due on temporarily imported goods.

If you are listed on the FIFA customs list (see [Section A1](#) “Before Moving Goods into Russia”, step 7) you will be allowed to use additional benefits for your shipments under ATA Carnets, particularly you will not be required to present import licenses and permissions for radio-electronic equipment and for equipment with encryption functions.

The ATA carnet covers eligible goods temporarily imported for up to one year. It does not cover consumable goods, disposable items or goods intended for commercial use.

The list below gives a general overview of the goods eligible for the ATA carnet system:

- Professional cinematographic equipment, and press, sound or television broadcasting equipment, including accessories
- Equipment for installation, testing, commissioning, checking, control, maintenance or repair of machinery, vehicles, etc.
- Goods necessary for business purposes (e.g. PCs, audio/video devices)
- Medical tools and instruments
- Equipment necessary for photography trips (cameras of all kinds, cassettes, exposure meters, lenses, tripods, accumulators, battery belts, battery chargers, monitors, lighting equipment, etc.)
- Goods for display or use at exhibitions, fairs, meetings or similar events
- Containers and other reusable packaging materials.

Make sure to indicate in commercial documents accompanying the goods and in field C of the ATA carnet “Intended use of goods” that the goods are designated for the FWC 2018. Although it is not obligatory to provide a confirmation letter from a holder of the ATA carnet about the designated use and the expected period of stay in Russia, such letter may speed up the customs clearance process. Please note that LOC does not issue any confirmation letters for goods imported under the ATA system.

Please accurately fill in the fields to ensure that the name of a holder of the ATA carnet and its representative, description, quantity and value of goods as well as other items are correct. You must include the exact official name of an organisation using the ATA carnet (ATA carnet holder) who will declare the goods to Russian customs.

CUSTOMS & FREIGHT FORWARDING MANUAL

A person accompanying the goods, whose name is indicated in field B of the ATA carnet as the holder's representative, must have a respective power of attorney or letter of authorisation from the holder of the ATA carnet. The same applies to situations where field B does not specifically mention such representative but rather refers to "any authorised person". Please ensure that the power of attorney contains date of issue.

If an ATA carnet is executed in English or in French, we recommend that you prepare a translation of the general list to the ATA carnet into Russian. Although there is no binding requirement to include HS codes in the general list, it is advisable to indicate HS codes at the level of at least 4 digits either in the general list as you may need this information for customs clearance purposes.

There are no obligatory requirements to make photos of the equipment – indication of serial numbers (if any) or detailed and accurate description of good in the general list to the ATA Carnet in most cases will be sufficient for identification purposes.

The ATA carnet must be presented with temporarily imported goods to customs at the point of entry into Russian territory. Please note that the goods must enter Russia through border customs point authorised to accept the ATA carnets.

Generally the customs point at the border will endorse a white voucher ("Importation counterfoil"). The white voucher will be removed and the carnet returned to you. This means that your goods are released through customs for temporary stay and can be delivered to the place of destination.

If the border customs point has no authority to release the particular specific goods indicated in the ATA carnet, it should accept a blue voucher ("Transit counterfoil") of the ATA carnet along with shipping and commercial documents as a transit declaration. In this case they will remove the blue voucher and return the carnet to you. Then the goods must be delivered to the respective authorised inland customs office where you should be able to release your goods under the ATA carnet by presenting the white voucher ("Importation counterfoil") to customs.

Please note that the ATA carnet is not accepted as a transit customs document if your goods come into Russia through Belarus and, therefore, it is highly advisable to choose other logistics routes for goods covered by the ATA carnet. If it is not possible to avoid moving your goods across the territory of Belarus, please consult with your Freight Forwarder what

procedure and/or financial security are required to cross the Belarusian border and move your goods to the inland customs office in Russia.

After the Event

After using the temporarily imported goods for designated purposes at the FWC 2018, you will need to declare them for re-export under the ATA carnet. You may choose any customs office authorised to accept the ATA carnets to perform customs export formalities. Your ATA carnet shall be duly stamped by customs (“Re-exportation counterfoil”) before the re-export of goods from Russia.

We recommend to decide on how you will re-export your goods and to plan your export operations well in advance. You may need to re-export goods imported as one shipment to different destinations or in several consignments or using different means of transport (for example, air for urgent equipment and truck for other goods). If this is the case, you may consider issuing several ATA carnets right from the beginning according to the mode of re-exportation, since you will be required to present an original ATA carnet to Border customs each time a part of goods is re-exported from Russia. Alternatively, you may discuss with your Logistics Provider how the original ATA carnet will be delivered and presented to border customs with each shipment.

Cargo imported in several shipments under several ATA Carnets can be combined into one return shipment.

A9.2 TEMPORARILY IMPORTED EQUIPMENT (SPSE)

Before the Event

FIFA and FIFA-related organisations are entitled to declare goods imported for the FWC 2018 under the Special Procedure for Sports Events (SPSE) without paying any customs duties and taxes, as well as customs fees for customs clearance. Russian customs will not require any financial security (bond) to place goods under the SPSE. Please pay attention that in case of road transportation and opening of the transit customs procedure, a bond is still needed until you deliver your goods to an inland customs office and place the goods under SPSE.

Most goods are eligible for the SPSE including but not limited to technical equipment used for broadcasting, transmitting and communication purposes, vehicles specially designed and adapted for sound and image recording, reproduction and transmission, radio-electronic appliances/facilities, office furniture, office materials and

CUSTOMS & FREIGHT FORWARDING MANUAL

technical equipment for operational headquarters, decorations, temporary infrastructure, structures for exhibitions, advertising and promotional materials, uniforms, value-in-kind products. SPSE is not allowed for certain specific goods (such as building and finishing materials, ozone-depleting substances, goods made from precious metals and gems, covert surveillance equipment, etc.).

In order to be able to use the SPSE you should be included in the list of entities authorised to use the SPSE – see [Appendix E4](#) for details on how to be included in the FIFA customs list.

Make sure also that transportation and shipping documents contain information about you (FIFA or FIFA-related company) being either a consignor or a consignee of the goods.

When declaring eligible goods to Russian customs, you should declare the period of their stay in Russia, which cannot exceed 31 December 2019 (e.g. if you are going to leave the goods in Russia and use them for FWC 2018 after the FWC 2018).

Goods imported under the SPSE are prohibited from use in commercial activities, including being sold or disposed of in any way, rented and used for the purposes of providing income-generating services to third parties except for the third parties included in the FIFA customs list.

If the goods are transferred to the third party included in the FIFA customs list, such third party must observe the SPSE and can use the goods only for the purposes of organising and staging of the FIFA events. The importer of record and the third party to whom the goods have been transferred may decide that such third party must finalise the SPSE (please consult with your Customs Broker about documents to be presented to customs in this case). If this does not happen for any reason, the importer of record remains liable for the finalising of the SPSE.

If the goods placed under the SPSE are sold to the third party included in the FIFA customs list, then the SPSE must be finalised by the initial importer of record and opened once again on the name of the new buyer of the goods. Please, consult with your Customs Broker about the further details.

After the Event

As a general rule, the SPSE should be finalised by exporting the relevant goods from Russia by the deadline declared in the declaration form.

CUSTOMS & FREIGHT FORWARDING MANUAL

While exporting goods out of Russia after their use for the FWC 2018, you will be required to declare them for re-export.

After finalisation of the SPSE, one copy of the declaration form will be kept by the inland customs office where the finalisation is formalised and another one will be submitted by your Freight Forwarder to the customs authorities at the border. The last copy will be retained by you. If customs declaration is submitted electronically all the information will be kept in the customs data base and no paper copies of the customs declaration will be required.

Cargo imported under SPSE as one shipment can be re-exported to different destinations in several consignments or using different means of transport (for example, air for urgent equipment and truck for other goods). Also cargo imported in several shipments can be combined into one return shipment.

A9.3 PERMANENTLY IMPORTED GOODS – GIFTS AND GIVE-AWAY ITEMS

Before the Event

You can bring goods into Russia to be given away as gifts or for advertising, marketing or other non-commercial purposes during the FWC 2018 without payment of customs duties and taxes under the Special Procedure for Sports Events (SPSE). If this is their intended purpose, the value of such goods should be less than EUR 500 per item, otherwise, they have to be placed under the Release for Domestic Consumption Procedure (RDCEP) with payment of all applicable customs duties and taxes.

Passenger vehicles, medicines cannot be given away.

You are not required to state that certain goods are for free-of-charge distribution when completing the customs declaration form.

All requirements of the SPSE mentioned in [Section A9.2](#) "Temporarily Imported Equipment (SPSE)" concerning organisations eligible to apply for SPSE, transfer of the goods, deadlines and restrictions are applicable to the give-away items.

After the Event

If gifts and give-away items worth less than EUR 500 per unit, you are not required to notify the customs authorities about free of charge distribution of such goods.

If the value of goods is more than EUR 500 per unit, you should release them into free circulation under the Release for Domestic Consumption Procedure (RDCP) and pay the applicable duties and taxes (see [Section A9.5](#) for details). If you initially declared such goods under the SPSE but later decided to distribute them free of charge, customs clearance for free circulation must be done before gifts are distributed to be compliant with the SPSE.

A9.4 PERMANENTLY IMPORTED GOODS – CONSUMABLES AND DISPOSABLES

Before the Event

The SPSE is applicable to consumables or disposable items. The following list gives examples of such types of goods: footballs, single use designated sportswear and uniforms, food products, cosmetics and skin care products, medicines, pre-fabricated decorations, cables, fittings, etc. The above list is not comprehensive and the range of consumable or disposable goods can be broader in practice.

Alcohol and tobacco products, medicines containing narcotics, psychotropic substances and their precursors cannot be placed under SPSE for the FWC 2018 as consumable items.

All requirements of the SPSE mentioned in [Section A9.2](#) "Temporarily Imported Equipment (SPSE)" concerning organisations eligible to apply for SPSE, transfer of the goods, deadlines and restrictions are applicable to consumables or disposable items.

After the Event

You should notify the customs authorities about the consumption of the goods valued more than EUR 500 per unit no later than the deadline specified in the declaration form for the discharge of the SPSE.

When preparing the notification you have to list the items consumed or disposed of, their quantities and values as well as provide references to customs declarations under which respective goods were released under the SPSE. A sample notification form is provided in [Appendix E6](#). You are free to notify customs using any other written form which is more

CUSTOMS & FREIGHT FORWARDING MANUAL

convenient for you. Please make sure, however, that the notification given to the customs authorities contains enough information about goods in order to finalise the SPSE.

You are not required to notify the customs authorities about consumption of goods valued less than EUR 500 per unit.

A9.5 PERMANENTLY IMPORTED GOODS – DONATIONS

Before the event

The SPSE is applicable to the goods which will be used during the 2018 WFC and will be donated as legacy after the event free of charge to authorised recipients. Donated goods are not subject to customs duties and taxes regardless their values and quantities.

The authorised recipients of the donated goods are limited to sport organisations, legal entities connected with physical culture and sports, education, science, culture, art, health, prevention and health care, promoting healthy lifestyles, facilitating the spiritual development of the individual, charitable organisations.

All requirements of the SPSE mentioned in [Section A9.2](#) “Temporarily Imported Equipment (SPSE)” concerning organisations eligible to apply for the SPSE, deadlines and restrictions are applicable to consumables or disposable items.

After the event

You should notify the customs authorities about the donation of the goods valued more than EUR 500 per unit by no later than the deadline specified in the declaration form for the discharge of the SPSE.

When preparing the notification, you have to list the donated items, their quantities and values and also provide references to customs declarations under which the respective goods were released under the SPSE. A sample notification form is provided in [Appendix E6](#). You are free to notify customs using supplementary sheet to the SPSE customs declaration form or any other written form which is more convenient for you. Please make sure, however, that the notification given to the customs authorities contains enough information about goods in order to finalise the SPSE.

Along with the notification you must present to customs authorities the agreement under which the goods have been donated and the act of acceptance of such goods by the authorised recipient.

You are not required to notify the customs authorities about donation of goods valued less than EUR 500 per unit.

A9.5 PERMANENTLY IMPORTED GOODS – FREE CIRCULATION

Before the Event

If you are importing goods into Russia for permanent use, for further sales or other commercial purposes, or if you are importing excisable goods that cannot be placed under the SPSE (for example, alcoholic beverages, tobacco products), or if you are not eligible to use the SPSE you should place such goods under the Release for Domestic Consumption Procedure (RDCP) in Russia.

In this case, you will need to fill in and submit a regular customs declaration, complete all the appropriate necessary customs formalities, and pay the customs duties and taxes due on such goods. Generally the amount of customs duty is in the range from 0 to 17% of the customs value, the amount of import VAT is calculated as 18% of sum of the customs value plus customs duty.

In addition, you will need to pay customs fees for customs clearance. The amount of customs clearance fees depends on the customs value of the imported goods, but it may not exceed 30 000 Russian Rubles.

Also, a set of documents including permission documents and the consent from the right-holder for the branded goods will be required for customs clearance purposes. Please contact your Customs Broker to address questions you may have in this respect.

After the Event

No restrictions or limitations apply for the goods after they are released under the RDCP, and such goods can freely circulate inside Russia. Therefore, no further customs formalities in respect to the goods released under the RDCP are required after the Event.

At the same time, if the goods were initially imported under the SPSE and you do not intend to export the goods out of Russia after the FW 2018, or you want to use them in commercial activities in Russia (e.g. to sell or to rent out), you must finalise the SPSE by declaring the

CUSTOMS & FREIGHT FORWARDING MANUAL

respective goods under the RDCP. Along with the payment of the import duties and taxes applicable to your goods to release them for free circulation in Russia, you will also be required to submit to customs all permission documents as specifically required by the legislation for such goods since you were exempt partially from provision of these documents upon placing goods under the SPSE.

A10 DECLARING OF OUTSIDE BROADCAST VANS

Outside Broadcast van (OB van) with any broadcasting equipment and similar goods installed (fixed) in such van can be declared to customs as a single item. OB vans would likely be classifiable for customs purposes under tariff subheading 8705 90 of the Customs Nomenclature, but we strongly recommend discussing customs classification with your Customs Broker.

Broadcasting equipment and other goods for radio and television production, which are not permanently installed in OB vans, should be declared separately.

OB vans can be declared using the ATA Carnet system as well as Special Procedure for Sports Events (SPSE). In order to be eligible to use the SPSE, please ensure that you are included in the FIFA customs list (see [Appendix E4](#) for details on how to be included in the FIFA customs list). Please note that registration in the FIFA customs list will allow you to use additional benefits also for your shipments under ATA Carnets, particularly you will not be required to present import licenses and permissions for radio-electronic equipment and equipment with encryption functions.

For customs clearance purposes you will need to have and submit to customs the specification of the equipment installed in OB van.

Please note that the customs authorities may initiate a physical examination of your equipment. In respect of OB vans, a more thorough inspection may be performed by customs at the venue.

A11 DELIVERY TO VENUE AND ON-SITE LOGISTICS SUPPORT

Successful organisation of the FWC 2018 event highly depends upon efficient and timely deliveries of the required goods and equipment to stadiums.

CUSTOMS & FREIGHT FORWARDING MANUAL

LOC Logistics is ready to help FWC 2018 constituent groups and stakeholders with guidelines in regards to deliveries including preferable dates, routes, rules and procedures. You are welcome to direct any questions to the FWC 2018 Logistics team.

Please see [Section C](#) for Logistics team contacts.

However please consider that LOC Logistics organises logistics operations to relevant internal LOC departments and FIFA. Any other stakeholders have to make their own logistics arrangements at their own cost if logistics support is required. Although non-FIFA entities may choose a logistics operator on their own, LOC recommends working with the official Logistics Service Provider (please see [Section D](#) for details).

Security procedures for delivery vehicles

Every delivery vehicle entering FWC 2018 event security perimeter will be subject to security procedures and checks.

Please see FWC 2018 Venue Delivery Guide published at FIFA official web-site, [Section "Technical Information"](#) for detailed information about delivery procedures.

A12 OUTBOUND PROCEDURES FOR CARGO

You are responsible for arranging international freight of your cargo from Russia after the FWC 2018 with support of your chosen Freight Forwarder and Customs Broker. Your Freight Forwarder must collect cargo from one or several indicated locations and transport it to the final destination using the agreed means of transport.

It is advisable to plan export cargo operations well in advance.

Cargo must be accompanied by the transport waybill (AWB, BL, CMR, RWB depending on the means of transport). SPSE customs declaration (if SPSE customs declaration was submitted on paper) or ATA Carnet must be duly stamped by customs before the cargo leaves Russia.

If the export customs formalities are performed at a local customs office, a transit customs procedure for delivering cargo to the border customs office needs to be issued, which may require a financial security (bond). This does not apply to ATA Carnet.

Goods purchased locally in Russia, as well as gifts that you, as an organisation, may receive in Russia will need to be placed under the export customs procedure using a regular customs declaration. Please



CUSTOMS & FREIGHT FORWARDING MANUAL

discuss with your Customs Broker what documents you will have to present to customs. We recommend retaining financial documents confirming the local purchase of the goods which you are going to export from Russia.

SECTION B – PERSONAL ITEMS (CHECKED LUGGAGE)

The guidelines below refer to your personal items which will come into Russia and out of Russia as checked luggage.

BI CUSTOMS PROCEDURES UPON ARRIVAL

Upon arrival in Russia, your first action will be to proceed to passport (border) control. Then, if travelling by air, you will be able to collect your luggage and choose one of the following customs channels to go through depending on whether you have or have no goods to declare:

- “Green channel” - nothing to declare and no unaccompanied luggage
- “Red channel” - goods to declare including unaccompanied luggage.

Direct international flights

If you take a direct international flight to the destination place (charter or regular), you should pick up your luggage at the airport of arrival and go through either the Green or the Red channel.

International transfer flights

If you take a transfer flight via another airport and your luggage is booked directly to the city of your final destination (“pass-through” registration), you can take the luggage at the destination airport and you do not need to present it to the customs authorities at the transfer airport.

However, if you have goods to declare, you cannot use “pass-through” registration and must pass customs at the first Russian airport of arrival. This concerns equipment imported under ATA Carnets as well. Please note that no customs service will be available upon your arrival to the destination airport via a domestic flight.

You are expected to use one of the following options:

1. To inform the registration desk at the airport of departure that you have goods to declare so that your luggage is registered to the transfer airport where you take your luggage from the luggage belt and go to the Red channel to declare your goods. After completing customs clearance, you need to register your goods to

CUSTOMS & FREIGHT FORWARDING MANUAL

the domestic flight from the transfer airport to the destination airport.

2. To take the goods subject to declaration at customs to the plane as hand luggage and to present it to customs at the Red channel at the transfer airport.

If you are on a transfer flight and due to Airline or Airport rules your luggage cannot be booked directly to Moscow but to the transfer airport only, you will need to take your luggage and pass customs control at the transfer airport by going through either the Red or Green channel. After completing customs clearance, you will need to register your goods to the domestic flight to the city of destination.

Green channel (nothing to declare)

You may pass the Green channel without submitting a passenger customs declaration if you are importing personal belongings for the period of your temporary stay in Russia, such as:

- regular goods imported temporarily for personal use during your stay in Russia regardless of their weight and customs value (clothing, skin care and cosmetic goods, etc.)
- temporarily imported instruments and devices for personal professional activities that you perform at the FWC 2018 regardless of their weight and customs value (there are still quantity limitations for certain items, including: 1 personal computer, 1 photo camera, 1 film camera, 1 video camera, 2 mobile phones, 1 portable video recorder, 1 portable projector, 1 slide projector, 1 DVD player, 1 portable audio-recording and reproducing device, including voice recorder)
- medicines and pharmaceuticals, except those containing narcotics, psychotropic substances
- goods whose value is less than EUR 1,500 (EUR 10,000, if travelling by air) and with a gross weight less than 50 kilograms
- limited quantity of alcoholic beverages (up to 3 litres per person over 18 years)
- limited quantity of tobacco and tobacco products (up to 200 cigarettes or 50 cigars/cigarillos or 250 grams of tobacco per person over 18 years)
- precooked food products of animal and plant origin in their original retail packaging and not more than 5 kilograms (veterinary and plant control may be performed at the border checkpoint if required)

CUSTOMS & FREIGHT FORWARDING MANUAL

- other goods for personal use, which are not listed in the subsection “Red channel (goods to declare)” below.

Although you are not required to declare temporary imported personal jewellery upon entering Russia, we recommend to submit customs declaration for the temporarily imported high-priced jewellery since you will not be allowed to bring out of Russia jewellery from precious metals and gems exceeding 25,000 dollars (excluding temporarily imported items).

Red channel (goods to declare)

Goods exceeding 50 kg or EUR 10,000 (if travelling by air) and EUR 1,500 (if travelling by other means of transport), alcoholic and tobacco products exceeding the above indicated limits, as well as medicines containing narcotic and psychotropic substances, need to be declared to customs. You should go through the Red channel with a completed customs declaration. You can find customs declaration forms and instructions on how to fill them out in Russian and English in the information area at your arrival point located right before the customs zone, as well as on the website of the Federal Customs Service at

<http://fl.customs.ru/images/articles/fl/english.pdf>

For medicines containing narcotic and psychotropic substances you need to have a medical prescription.

Cash (banknotes, treasury notes) and/or traveler’s checks exceeding USD 10,000 as well as monetary instruments (bills of exchange, promissory notes, bank checks or securities) regardless their face value must be declared to the customs authorities by submitting a written customs declaration in the red channel. This does not apply to monetary funds on bank cards. Non-complying with this requirement may result in significant administrative fines or confiscation of undeclared cash, traveler’s checks or monetary instruments or even criminal liability.

The following goods also need to be declared:

- temporarily imported precious metals and precious gems excluding personal jewellery from precious metals and precious gems valued less than 25,000 US dollars
- civil firearms and ammunition
- cultural valuables (for example, paintings and drawings, antique coins, medals and other collectables, manuscripts, antique books)
- goods for personal use brought into the country in your accompanied luggage, if you are also bringing non-accompanied

CUSTOMS & FREIGHT FORWARDING MANUAL

luggage into the country (both accompanied and non-accompanied luggage should be declared to customs in writing)

- temporarily imported vehicles for personal use (for the period no longer than one year)
- commercial goods.

Hand carry

If you, as an individual, cross the Russian customs border and, in addition to your personal belongings, you have goods in your luggage that are imported into Russia for further use by a legal entity (organisation), such goods are regarded as cargo and need to pass customs clearance in accordance with [Section A](#).

If goods imported into Russia as checked luggage need to be re-exported from Russia as cargo, you are advised to declare such goods upon importation using the Special Procedure for Sports Events (SPSE) or an ATA Carnet, if applicable (even if the goods do not need to be declared to customs due to regulations provided in the subsection "Green channel (nothing to declare)"). This will help you to confirm that the re-exported goods were previously imported into Russia from abroad.

Goods belonging to or designated for a FIFA-related organisation should be customs cleared in the name of this organisation either under the Special Procedure for Sports Events (SPSE) or another appropriate procedure (e.g. ATA carnet) using an appropriate customs declaration form (see [Sections A5-A9](#)).

Customs clearance using the SPSE or ATA Carnet will be available directly or right before the Red channel zone depending on the Airport terminal. Other customs procedures cannot be declared at the Red channel, which means that goods must go to the cargo terminal first.

The following documents must be presented to customs to place the imported goods under the SPSE:

- Customs declaration for SPSE (see [Appendix E5](#))
- List of goods in the form of the supplementary sheet to the customs declaration or in the free form on the organisation's letterhead
- Letter of authorisation issued by the organisation importing goods in the name of the person who will declare the goods on behalf of this organisation
- Copy of the passport of the person who will declare the goods on behalf of an organisation

CUSTOMS & FREIGHT FORWARDING MANUAL

- Boarding pass of the person who will declare the goods on behalf of an organisation.

If customs clearance is arranged by your Customs Broker, the list of documents and requisite actions must be agreed with the Customs Broker well in advance.

Cameras

Based on the rules described above in this Section, please find the following recommendations regarding passing customs control with cameras you may carry with you in your luggage:

- one camera for your personal professional activities – does not need to be declared as per subsection “Green channel (nothing to declare)”
- two or more cameras with total value of less than EUR 10,000 (if travelling by air) or EUR 1,500 (if travelling by other means of transport) and total weight of less than 50 kg – do not need to be declared as per subsection “Green channel (nothing to declare)”
- two or more cameras exceeding the above limits without ATA carnet – you need to place the cameras under SPSE on behalf of an MRL and to fill out the SPSE customs declaration form as per [Sections A5-A8, Section A9.2, Appendix E5](#)
- one or more cameras hand-carried with an ATA carnet – you need to submit the ATA carnet to customs to have the ATA carnet duly stamped.

B2 CUSTOMS PROCEDURES UPON DEPARTURE

When leaving Russia travelling by air, you will need to check in your luggage, pass customs and border control. Customs clearance is performed at the airport by choosing one of the following customs channels to go through depending on whether you have goods to declare:

- “Green channel” – nothing to declare and no unaccompanied luggage
- “Red channel” – goods to declare including unaccompanied luggage.

Temporarily imported personal items which were not subject to declaration upon arrival, do not require customs clearance upon departure.

CUSTOMS & FREIGHT FORWARDING MANUAL

Please note that cash (banknotes, treasury notes, coins) and/or traveler's checks exceeding USD 10,000 should be declared both upon arrival and upon departure. This does not apply to monetary funds on bank cards. Non-complying with this requirement may result in significant administrative fines or confiscation of undeclared cash, traveler's checks or monetary instruments or even criminal liability.

Locally purchased goods

Before purchasing goods please check whether there are any restrictions or quantity limits on exportation of such goods out of Russia.

For example, cultural valuables and rare objects are completely prohibited from export out of Russia. In order to export artworks you are required to present a letter from the Ministry of Cultural Affairs certifying that the artwork being exported does not qualify as a cultural value.

You are not allowed to bring out of Russia jewellery from precious metals and precious gems exceeding 25,000 US dollars (excluding temporarily imported items).

You are allowed to export sturgeon caviar out of Russia in retail packaging with total weight no more than 250 g.

Make sure that documents related to the purchase of such goods are available when crossing the border on your way out of Russia.

Direct international flights

If you depart from Russia via a direct international flight (charter or regular) and do not have items to declare, you should check in your luggage and go through the Green channel.

If you have items to declare, e.g. equipment imported under the ATA carnet, you should pass customs clearance first, present equipment to customs and only then check in your luggage and transfer it to airport officers (except for hand luggage which can be checked in before passing the customs zone since hand luggage stays with you after the check-in).

International transfer flights

If you depart from Russia via a transfer flight and your flight is booked directly to the international airport out of Russia ("pass-through" registration), you will check in the luggage at the local airport and you do not need to collect it at the transfer airport.

CUSTOMS & FREIGHT FORWARDING MANUAL

However, if you have goods to declare, e.g. items declared under SPSE upon importation or equipment imported under an ATA Carnet which you cannot take with you as hand luggage, you cannot use “pass-through” registration and must pass customs at the last Russian airport of departure to have your documents duly stamped by customs. In this case you will be required to inform local airport personnel at the check-in desk that you have items to declare, collect your luggage from the luggage belt at the transfer airport, undergo customs clearance and after finishing customs formalities check in your luggage for the international flight. Please note that no customs service will be available at local airport when you depart via a domestic flight.

SECTION C – LOC LOGISTICS DEDICATED TEAM

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SECTION D – LOGISTICS SERVICES PROVIDER

Considering international significance and time-critical nature of FIFA-related events and aiming to ensure smooth, eminent, safe and efficient logistics support, LOC has appointed an external Logistic Services Provider.

Kuehne+Nagel is supporting logistics operations for FWC 2018, including freight forwarding and customs brokerage services.

Kuehne+Nagel has been working in forwarding business for more than 120 years employing today more than 63,000 specialists at 1,000 locations in over 100 countries. In Russia the Kuehne + Nagel group operates at 18 locations with more than 800 employees. Kuehne + Nagel Russia LLC is a member of the Russian Customs Brokers List and provides a full scope of services for sports and events logistics.

LOC guarantees that Kuehne+Nagel will provide requested paid logistics services to client groups at competitive rates.

To address your transportation/customs clearance/venue logistics requests to Kuehne+Nagel, please refer to the following contacts:

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Sports & Events Logistics

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SECTION E – ATTACHMENTS

APPENDIX E1 – GLOSSARY

ATA Carnet

refers to an international customs document issued for a certain fee by national chambers of commerce or other national associations authorised by the governments in participating countries

AWB

refers to an airway bill, a document issued for international airway transportation of cargo

BL

refers to a bill of lading, a document issued for international sea transportation of cargo

CAs

refers to FIFA Commercial Affiliates (marketing, commercial partners, etc.)

CMR

refers to a transport waybill issued for international road transportation

Declarant (importer of record)

refers to a company declaring goods to Russian customs or in the name of which Customs Broker is declaring goods to Russian customs

Eurasian Economic Union

Customs Union between Russia, Belarus, Kazakhstan, Armenia, Kyrgyzstan with a single customs border, customs territory and customs procedures.

FCC 2017

2017 FIFA Confederations Cup Russia

FCS

Federal Customs Service

FIFA-related entity/organisation

refers to the following organisations whose status was duly confirmed by FIFA:

- a) FIFA, LOC, their subsidiaries
- b) Football Confederations
- c) PMAs
- d) Host Broadcaster, its subsidiaries
- e) MRLs, their subsidiaries
- f) CAs, their subsidiaries
- g) FIFA goods and services suppliers, their subsidiaries
- h) Other FIFA authorised agents, individuals or entities, their subsidiaries
- i) Contractors of the above mentioned entities, their subsidiaries

Final Draw

2018 FIFA World Cup Russia™ Final Draw

FWC 2018

the 2018 FIFA World Cup Russia™

HS code

harmonised system customs code, customs Tariff Number

LOC

refers to 2018 FIFA World Cup Russia™ Local Organising Committee

LSP

refers to Logistics Services Provider nominated by LOC for the FWC 2018

MRLs

refers to Media Rights Licensees

OB Van

refers to outside broadcast vans

PMAs

refers to the FIFA Participating Member Association

Proforma-invoice

refers to a document which contains information on the value of the goods for customs clearance purposes only and no payment should be performed under this document

RDCP

refers to the Release for Domestic Consumption Customs Procedure

Roscomnadzor

refers to Russian Federal Service for Oversight of Telecom, Information Technologies and Mass Communications

Rosselkhoznadzor

refers to Federal Service for Veterinary and Phytosanitary Supervision

RWB

refers to a railway bill, a document issued for international railway transportation of cargo

SPSE

refers to the special customs procedure applicable to sports events

APPENDIX E2 – CUSTOMS PROCEDURES COMPARING TABLE

	SPSE	Carnets ATA	RDCP
Customs payments	No	No	Yes
Financial security	Not required in Russia	Not required in Russia	Not applicable
Eligible goods	All types of imported goods, except for alcohol, tobacco products, narcotic and psychotropic drugs and some other goods restricted for importation into Russia	Limited list of temporarily imported goods covered by the ATA carnet system	All type of goods, except for prohibited goods
Who can apply	FIFA or FIFA-related entity	ATA Carnet Holder or its representative	No limitations
Customs declaration form	Simplified form	Carnet ATA is used as a customs declaration	Regular form
Permission documents (radio electronic and high-frequency equipment)	No approvals required	No approvals required provided if the ATA Carnet Holder is included in the FIFA customs list	License from Roscomnadzor issued in the name of a Russian declarant (importer of record) is required
Permission documents (equipment with encryption functions)	No approvals required	No approvals required provided if the ATA Carnet Holder is included in the FIFA customs list	Registered notification from manufacturer or approval/license from state authorities issued in the name of a Russian declarant (importer of record) required
Letter of consent from the holder of IP rights	No (except for Canon TM)	No (except for Canon TM)	Yes
Free of charge distribution	Applicable to gifts and giveaways valued less than EUR 500 per item	Not applicable	Applicable to all goods

Consumables and disposables	Applicable to consumables and disposable items	Does not apply to consumables and disposable items	Applicable to all goods
Transfer of the goods to third parties	No, except the companies included in the FIFA customs list	No	Yes
Commercial use or sale	No, except the companies included in the FIFA customs list	No	Yes
Period of stay	31 December 2019 the latest	Up to 1 year from importation	Without limits
Finalising the procedure	Re-export of temporarily imported goods, notification on consumables and disposables valued more than EUR 500 per item	Re-export	Not applicable
Special provisions for finalisation of the procedure	The goods may be re-exported in several shipments or as a combined shipment	The goods may be re-exported in several shipments only if original ATA Carnet is presented to customs with each shipment	Not applicable

APPENDIX E3 – MARKING FOR THE PACKAGING

For the 2018 FIFA World Cup	Place of destination (address)	
Shipper (name and address of the company)	Country of departure	Country of destination
Consignee (name and address of the company)	Contact Person (name of the contact person)	Contact person phone number
Name of goods	Gross Weight	Colli 1 of 5

APPENDIX E4 – HOW TO BE INCLUDED IN THE FIFA CUSTOMS LIST

1. In order to be included in the customs list companies eligible to use the Special Procedure for Sports Events (SPSE), entities having a direct contract with FIFA and / or FIFA subsidiaries need to send an email application to their main FIFA counterpart.
2. The email shall have the subject “SPSE request”.
3. The following information is required with the application:
 - Full legal name of the entity requesting customs benefits including form of legal entity's incorporation,
 - Abbreviations (short name) of the entity requesting customs benefits,
 - Address/Place of residence (Street, Avenue, Square, etc.), City, State, ZIP code, Country,
 - Tax identification number (only for Russian entities or for foreign entity that conducts activities in the territory of Russia through a branch office).
4. In order to have your contractor* included in the customs list, in addition to the above-mentioned application you need to send an official letter informing FIFA about your contractor. The letter should be on a letterhead of your organisation, originally signed, contain date as well as the name and position of the signatory and official company stamp, if any. The letter should be addressed to FIFA and should clearly state that:
 - a particular company is a contractor of your organisation
 - the contractor will import the goods for the purpose of organising and staging the FWC 2018
 - the contractor has a contract with your organisation which obligates the contractor to supply or to provide goods for FWC 2018 or render services with the use of the imported goods (depending on the type of the contract)
 - types (categories) of goods to be imported by the contractor (please define the types of goods in such a way that all goods imported by the contractor fall under the specified type (category))
 - official request to include your contractor in the list of entities eligible to use the Special Procedure for the Sports Events (SPSE).

CUSTOMS & FREIGHT FORWARDING MANUAL

A scan of the letter has to be attached to the email application addressed to your main FIFA counterpart and the original letter (hard copy) must be sent to FIFA via regular post or courier service.

Please note that logistics companies and customs brokers are acting on your behalf when performing customs operations and are not allowed to import goods addressed to you in their own name. Therefore logistics companies and customs brokers are not required to be listed on the FIFA customs list.

5. Applications made before the 10th date of each month will be resolved and the approved entities will be included in the customs list by the 1st date of the following month.
6. Apart from entitlement to use the SPSE, inclusion in the customs list does not constitute any tax or legal benefits.
7. Approved entities will be notified by FIFA to LOC and then reported by LOC to Federal Customs Service for further distribution to local customs offices which takes up to 2 weeks.
8. The list of entities will be published on the FIFA website.

<http://www.fifa.com/worldcup/organisation/technical-information/index.html>

We encourage you to submit the applications to FIFA as soon as possible regardless schedule of your FWC 2018 logistics operations, but no later than 4 weeks before your goods arrive in Russia.

** FIFA at its own discretion may limit the quantity of contractors to be included in the customs list or refuse the inclusion of a contractor.*

Основной лист (оборотная сторона) / Main sheet (reverse page)

6. Наименование лица, которому передаются товары, в случае если действия, необходимые для завершения специальной таможенной процедуры, будут совершаться этим лицом / Name of the entity accepting the goods in case the actions required to finalize the special customs procedure are performed by that entity

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

		/			/			
--	--	---	--	--	---	--	--	--

день/day месяц/month год/year
Дата передачи товаров / Date of transfer

Подпись лица, передающего товары, имя, фамилия, должность /
Signature, name, job title of the person transferring the goods

Подпись лица, принимающего товары, имя, фамилия, должность /
Signature, name, job title of the person accepting the goods

6a. Отметки таможенного органа / Customs office remarks

7. Отметки таможенного органа о продлении действия специальной таможенной процедуры / Remarks of the customs office about extension of the special customs procedure period

Продлено до

		/			/			
--	--	---	--	--	---	--	--	--

Extended till *день/day месяц/month год/year*

Продлено до

		/			/			
--	--	---	--	--	---	--	--	--

Extended till *день/day месяц/month год/year*

7a. Отметки таможенного органа / Customs office remarks

8. Информация о перемещении товаров, помещенных под специальную таможенную процедуру, между территорией Калининградской области и остальной частью территории Российской Федерации через территорию государства, не являющегося членом Евразийского экономического союза / Information about the movement of goods placed under the special customs procedure between the territory of Kaliningrad Region and the rest of the Russian territory through a county other than the member state of the Eurasian Economic Union

8a. Отметки таможенного органа об убытии товаров /
Remarks of the customs office on the departure of goods

8b. Отметки таможенного органа о прибытии товаров /
Remarks of the customs office on the arrival of goods

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9. Информация о завершении действия специальной таможенной процедуры / Information about finalization of the special customs procedure

		/			/			
--	--	---	--	--	---	--	--	--

день/day месяц/month год/year
Дата представления заявления / Application date

Подпись лица, составившего заявление, имя, фамилия, должность /
Applicant's signature, name, surname, job title

9a. Отметки таможенного органа / Customs office remarks

**СВЕДЕНИЯ ОБ ИНОСТРАННЫХ ТОВАРАХ, ПРЕДНАЗНАЧЕННЫХ ДЛЯ ИСПОЛЬЗОВАНИЯ ПРИ ОРГАНИЗАЦИИ И ПРОВЕДЕНИИ
ЧЕМПИОНАТА МИРА ПО ФУТБОЛУ FIFA 2018 ГОДА И КУБКА КОНФЕДЕРАЦИЙ FIFA 2017 ГОДА ИЛИ ПРИ ПРОВЕДЕНИИ
ТРЕНИРОВОЧНЫХ МЕРОПРИЯТИЙ ПО ПОДГОТОВКЕ К НИМ, ПОМЕЩАЕМЫХ ПОД СПЕЦИАЛЬНУЮ ТАМОЖЕННУЮ ПРОЦЕДУРУ /
LIST OF FOREIGN GOODS INTENDED FOR PREPARING AND STAGING THE 2018 FIFA WORLD CUP RUSSIA
AND THE FIFA CONFEDERATIONS CUP RUSSIA 2017 OR FOR TEST EVENTS TO BE PLACED UNDER THE SPECIAL CUSTOMS PROCEDURE**

№ n/n / Item number	Наименование товара / Description of goods	Количество товара (в штуках, парах, литрах и т.п.) при помещении под специальную таможенную процедуру / Quantity of goods (items, pairs, liters, etc.) placed under the special customs procedure	Стоимость товара, наименование валюты ¹ / Value of goods and currency ¹	Количество товара (в штуках, парах, литрах и т.п.) при завершении специальной таможенной процедуры / Quantity of goods (items, pairs, liters, etc.) upon finalization of the special customs procedure	Примечание ² / Other information ²
1	2	3	4	5	6

7. Отметки таможенного органа при помещении товаров под специальную таможенную процедуру и при ее завершении / Customs office remarks upon placement of goods under the special customs procedure and upon its finalization

¹ В соответствии с коммерческими документами, а при их отсутствии – на основании заявления лица, помещающего товары под специальную таможенную процедуру. Сведения о стоимости товаров не указываются в случае, если их общая стоимость не превышает суммы, эквивалентной 200 евро по курсу валют, устанавливаемому в соответствии с законодательством государства – члена Евразийского экономического союза, таможенным органом которого осуществляется выпуск таких товаров. / In compliance with commercial documents or, if none, based on the declaration of an applicant for the special customs procedure. The information on the value of goods is not specified if the total value of goods does not exceed the equivalent of 200 euros at the cross-rate established under the law of the member state of the Eurasian Economic Union whose customs authorities perform the release of such goods.

² По усмотрению декларанта или таможенного представителя указываются иные сведения, которые он считает необходимым указать для совершения таможенных операций. / To be specified if the applicant or customs broker believes that any other information is relevant for the purposes of customs operations.

APPENDIX E6 – SAMPLE NOTIFICATION FORM TO FINALISE SPSE

Заявление / Notification

В целях завершения специальной таможенной процедуры настоящим сообщаю следующие сведения о товарах, помещенных под специальную таможенную процедуру, стоимость которых превышает 500 евро за единицу и которые были израсходованы, полностью потреблены или находятся в состоянии, непригодном для их дальнейшего использования, или безвозмездно переданы / To finalise the Special Customs Procedure hereby I inform about the following goods valued more than EUR 500 per item which were consumed or are unsuitable for further use or donated:

Номер п/п / Item No	Описание товаров / Goods description	Количество товаров / Quantity of the goods	Стоимость товаров и валюта / Value of the goods and currency	Номер декларации на товары / Reference to the customs declaration
Израсходованные/полностью потребленные товары / Consumed goods				
Товары непригодные для их дальнейшего использования / Goods are unsuitable for further use				
Безвозмездно переданные товары / Donated goods				

Дата / Date _____

Подпись и печать (если имеется) лица, подавшего заявление/

Signature and stamp of the applicant (if any)

APPENDIX E7 – CUSTOMS OFFICES CONTACT INFORMATION

CUSTOMS OFFICES IN AIRPORTS:

SHEREMETYEVO AIRPORT CUSTOMS OFFICE

7 Sheremetyevskoe highway, Khimki
Moscow Region, 141426

Telephone: +7 499 728 72 27
 +7 499 728 72 29
 +7 903 796 79 93
 +7 965 233 12 70
 +7 916 800 55 36
Fax: +7 495 578 21 25
Email: sheremetyevo_ods@mail.customs.ru
sheremetyevo_odo@mail.customs.ru

*Accepts ATA carnets

**TIR carnets not applicable

***Authorised for customs operations with food (only SPSE)

****Authorised for customs operations with metal bijouterie (only SPSE), does not authorised for customs operations with precious metals and gems

*****Authorised for customs operations with cash

*****Does not authorized for customs operations with OB vans

DOMODEDOVO AIRPORT CUSTOMS OFFICE

Domodedovo Airport, Domodedovo district
Moscow Region, 142015

Telephone: +7 495 276 06 43
 +7 915 467 79 27
 +7 915 467 78 25
Fax: +7 495 276 06 53
Email: oods@ca.customs.ru

*Accepts ATA carnets

**TIR carnets not applicable

***Authorised for customs operations with food (only SPSE)

****Authorised for customs operations with metal bijouterie (only SPSE), does not authorised for customs operations with precious metals and gems

*****Authorised for customs operations with cash

*****Does not authorized for customs operations with OB vans

VNUKOVO AIRPORT CUSTOMS OFFICE

2/3(5), Vtoraya Reisovaya street,
Terminal "B (A)", Moscow, 119027

Telephone: +7 903 961 45 01
 +7 495 736 90 27
Fax: +7 495 736 90 29
Email: vnuk_pas@ca.customs.ru
 odo@ca.customs.ru

*Accepts ATA carnets

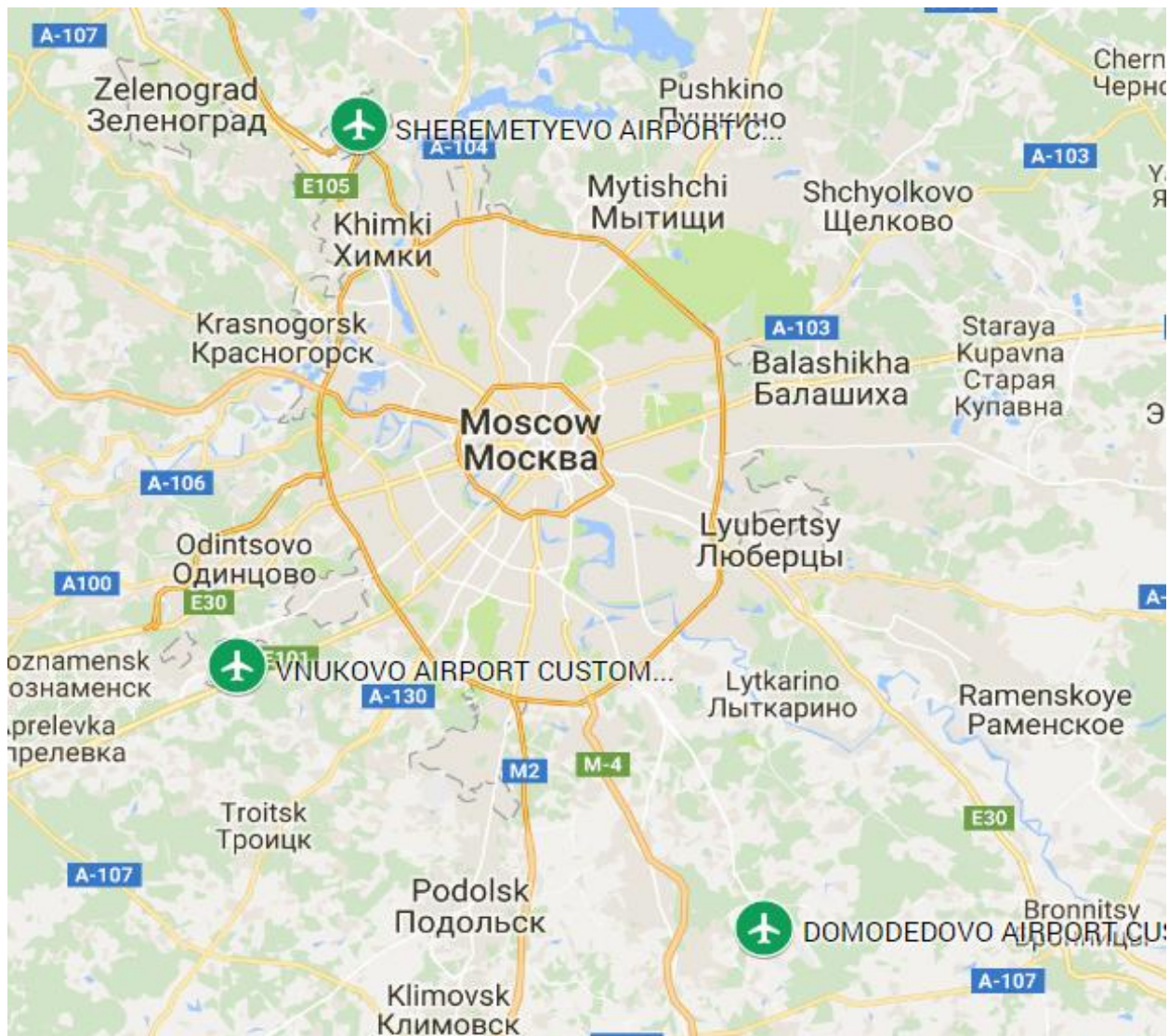
**TIR carnets not applicable

***Authorised for customs operations with food (only SPSE)

****Authorised for customs operations with metal bijouterie (only SPSE), does not
authorised for customs operations with precious metals and gems

*****Authorised for customs operations with cash

*****Does not authorized for customs operations with OB vans



PULKOVO AIRPORT CUSTOMS OFFICE

17 B Startovaya street, Airport «Pulkovo-2»
Saint Petersburg, 196210

Telephone: +7 812 777 35 27
 +7 911 920 15 08
 +7 911 920 58 39
Fax: +7 812 777 35 29
Email: pulkovoodo@sztu.customs.ru

*Accepts ATA carnets

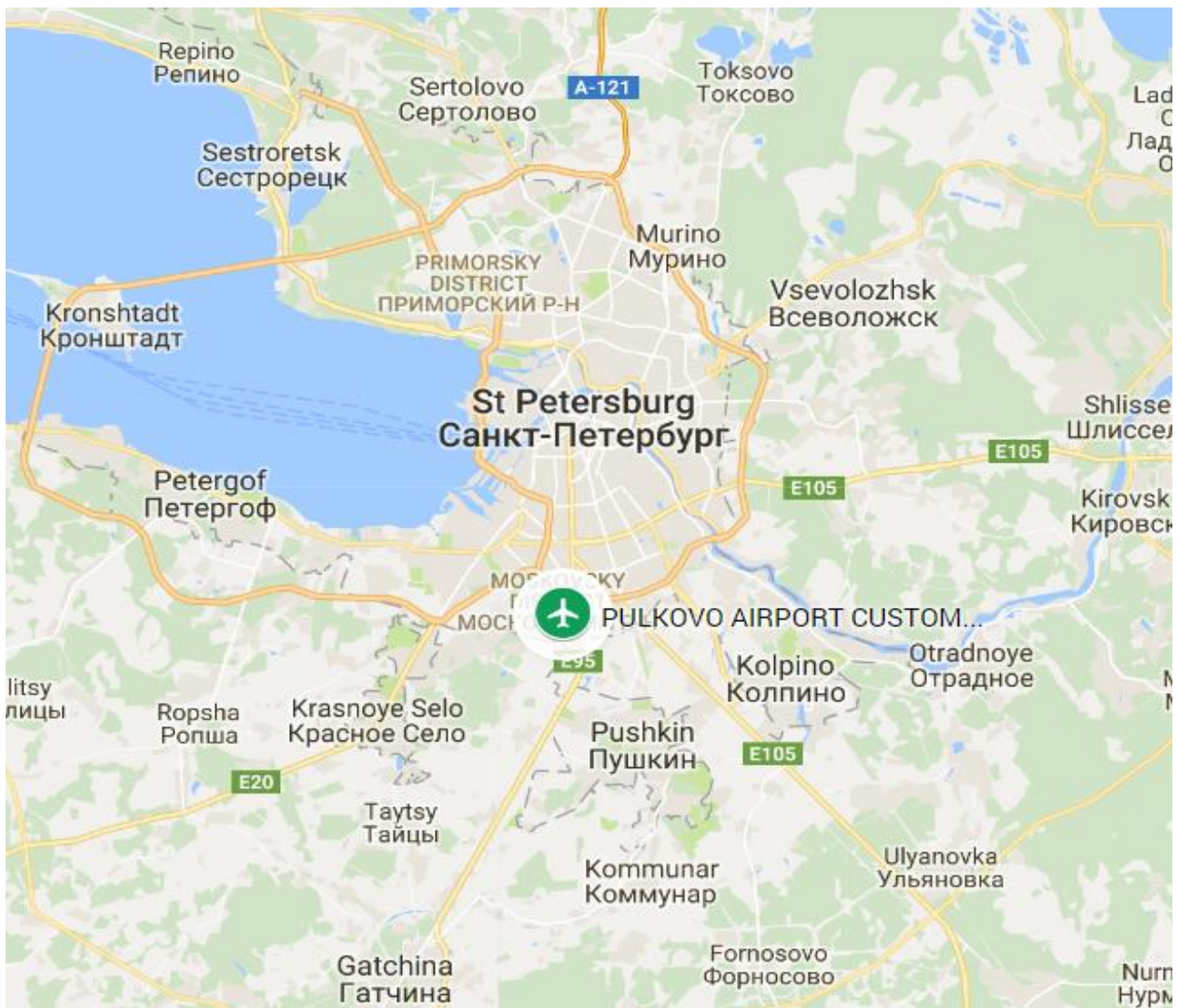
**TIR carnets not applicable

***Authorised for customs operations with food (only SPSE)

****Authorised for customs operations with metal bijouterie (only SPSE), does not
authorised for customs operations with precious metals and gems

*****Authorised for customs operations with cash

*****Does not authorized for customs operations with OB vans



CUSTOMS OFFICES IN SEA PORTS (INCL. TRUCK FERRIES):

BALTIC SEA PORT CUSTOMS

TURUKHTANNY CUSTOMS OFFICE

Baltic sea port, 3-d Section,
Litera P, Saint Petersburg, 198035

Telephone: +7 812 338 09 10
 +7 812 338 09 11
 +7 812 338 09 12
 +7 812 338 09 13

GAVAN CUSTOMS OFFICE

22 Elevatornaya compound,
Litera AK, Ugolnaya Gavan,
Saint Petersburg, 198035

Telephone: +7 812 338 09 60
 +7 812 338 09 37
 +7 812 338 09 49
 +7 812 338 09 50
 +7 812 338 09 51

LESNOY PORT OFFICE

1 Ostrov Volny, Litera B,
Saint Petersburg, 198099

Telephone: +7 812 640 58 04
 +7 812 640 58 45
 +7 812 332 64 59
Fax: +7 812 332 64 58

KRONSHTADSKY CUSTOMS OFFICE

Litke place, Kronshtadt,
Saint Petersburg, 197760

Telephone: +7 812 439 06 39
 +7 812 439 07 80
 +7 812 439 05 42
 +7 812 439 05 41

SHKIPERSKY CUSTOMS OFFICE

1 Neva Bay V.O.,
Saint Petersburg, 199226

Telephone: +7 812 416 33 67
+7 812 416 33 56

BRONKA CUSTOMS OFFICE

49 Krasnoflotskoye highway,
Litera B, Lomonosov,
Saint Petersburg, 198412

Telephone: +7 812 661 12 34
+7 812 661 12 36
+7 812 661 12 37
+7 812 661 12 35

*Accept ATA carnets

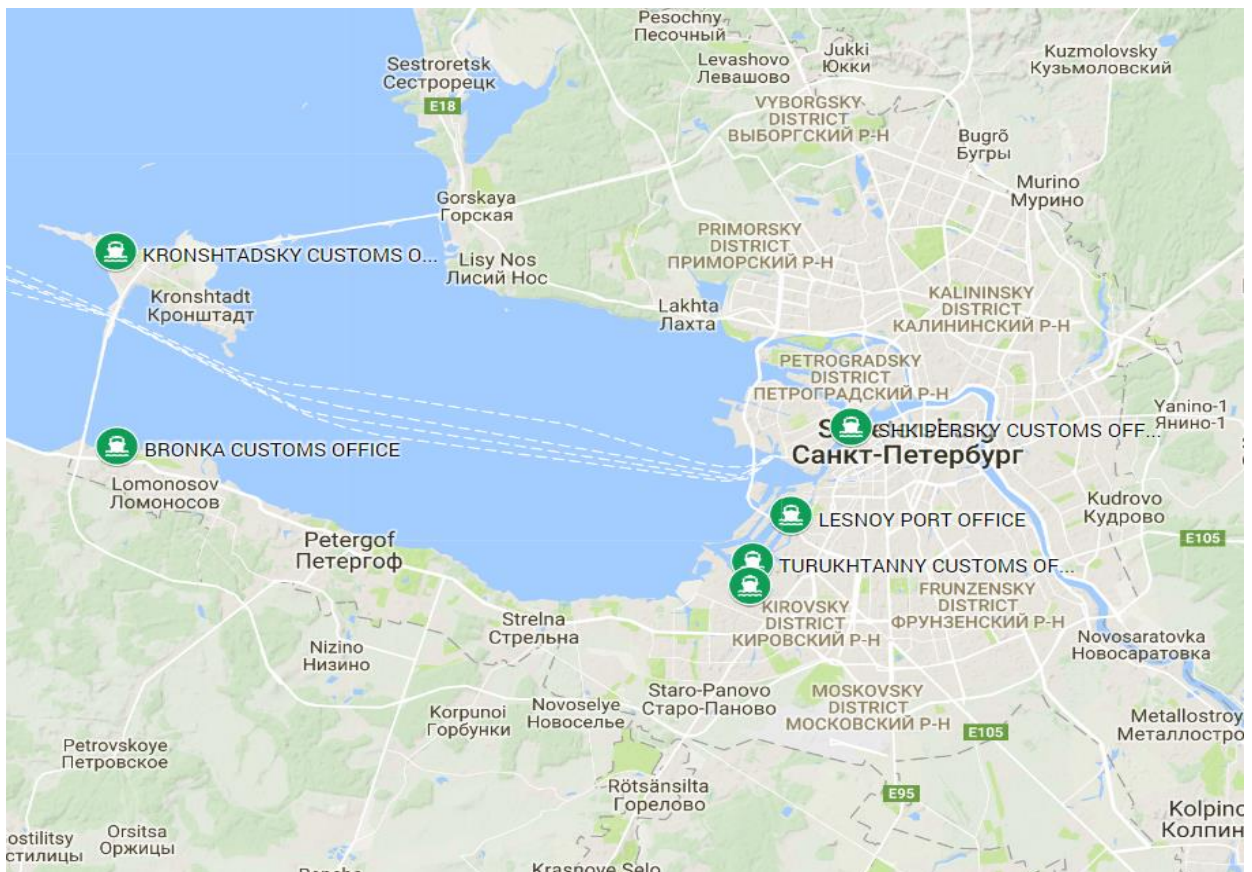
**TIR carnets not applicable

*** Authorised for customs operations with food (only SPSE)

**** Authorised for customs operations with metal bijouterie (only SPSE), do not authorised for customs operations with precious metals and gems

*****Do not authorised for customs operations with cash

***** Authorized for customs operations with OB vans (SPSE and ATA carnets) – Lesnoy port customs office, Gavan customs office, Bronka customs office



CUSTOMS OFFICES FOR ROAD TRANSPORTATION:

BORDER CUSTOMS OFFICES: FINLAND – RUSSIA

TORFYANOVKA CUSTOMS OFFICE (VYBORG CUSTOMS)

Torfyanovka, Vyborgsky district,
Leningrad Region, 188907

Telephone: +7 812 785 94 21
+7 812 785 93 22

* Accepts ATA carnets

** Accepts TIR carnets

*** Authorised for customs operations with food (only SPSE)

**** Does not authorised for customs operations with metal bijouterie, precious metals and gems

***** Does not authorised for customs operations with cash

***** Authorized for customs operations with OB vans (SPSE and ATA carnets)

BRUSNICHNOYE CUSTOMS OFFICE (VYBORG CUSTOMS)

Brusnichnoye, Seleznevskaya volost,
Vyborgsky district, Leningrad Region, 188907

Telephone: +7 81378 594 64
+7 81278 70 646
Fax: +7 81278 70 646

* Accepts ATA carnets

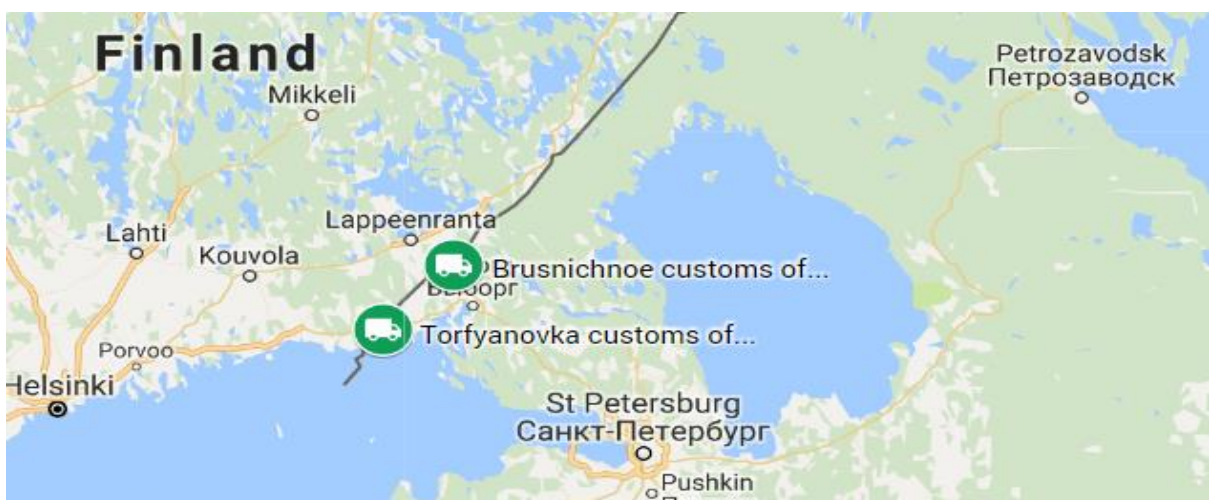
** Does not accept TIR carnets

*** Authorised for customs operations with food (only SPSE)

**** Does not authorised for customs operations with metal bijouterie, precious metals and gems

***** Does not authorised for customs operations with cash

***** Does not authorized for customs operations with OB vans



BORDER CUSTOMS OFFICES: LATVIA – RUSSIA

UBYLINKA CUSTOMS OFFICE (PSKOV CUSTOMS)

Ubylinka, Gavrovskaya volost,
Pytalovsky district, Pskov Region, 181425

Telephone: +7 81147 28 202
+7 81147 28 221
+7 81147 28 230

Email: svc-pskub-sur@sztu.customs.ru

*Accepts ATA carnets

**Accepts TIR carnets

***Authorised for customs operations with food (only SPSE)

****Does not authorised for customs operations with metal bijouterie, precious metals and gems

*****Does not authorised for customs operations with cash

***** Authorized for customs operations with OB vans (SPSE and ATA carnets)

BURACHKI CUSTOMS OFFICE (PSKOV CUSTOMS)

Burachki, Sosnovy Bor place, 650 km Federal Road "Baltiya",
Sebezhsy district, Pskov Region, 182350

Telephone: +7 811 402 23 11
+7 811 402 28 86

*Accepts ATA carnets

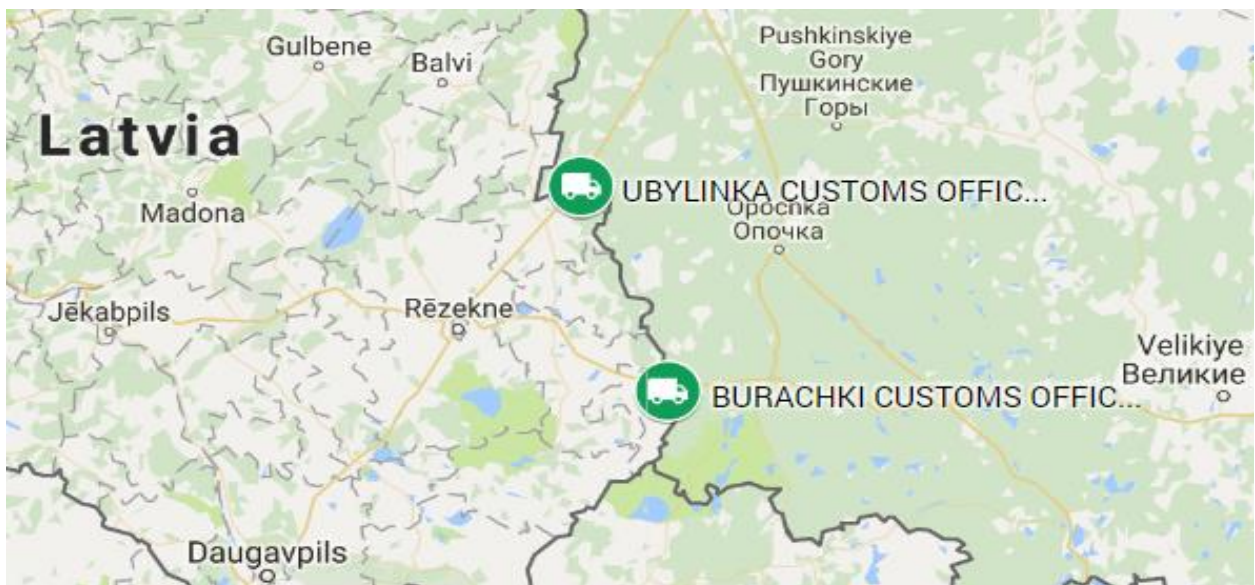
**Does not accept TIR carnets

***Authorised for customs operations with food (only SPSE)

****Does not authorised for customs operations with metal bijouterie, precious metals and gems

*****Does not authorised for customs operations with cash

***** Authorized for customs operations with OB vans (SPSE and ATA carnets)



BORDER CUSTOMS OFFICES: ESTONIA – RUSSIA

KUNICHINA GORA CUSTOMS OFFICE (PSKOV CUSTOMS)

Kunichina Gora, Pechory,
Pechorsky district, Pskov Region, 181500

Telephone: +7 81148 93 433
+7 81148 93 427
Fax: +7 81148 93 432
Email: svc-pskkg-smzam@sztu.customs.ru

*Accepts ATA carnets

**Accepts TIR carnets

***Authorised for customs operations with food (only SPSE)

****Does not authorised for customs operations with metal bijouterie, precious metals and gems

*****Does not authorised for customs operations with cash

*****Does not authorized for customs operations with OB vans

IVANGOROD CUSTOMS OFFICE (KINGISSEPSK CUSTOMS)

4 Kingiseppskoye highway, Ivangorod,
Leningradsky Region, 188490

Telephone: +7 81375 974 21
Fax: +7 81375 536 87

*Accepts ATA carnets

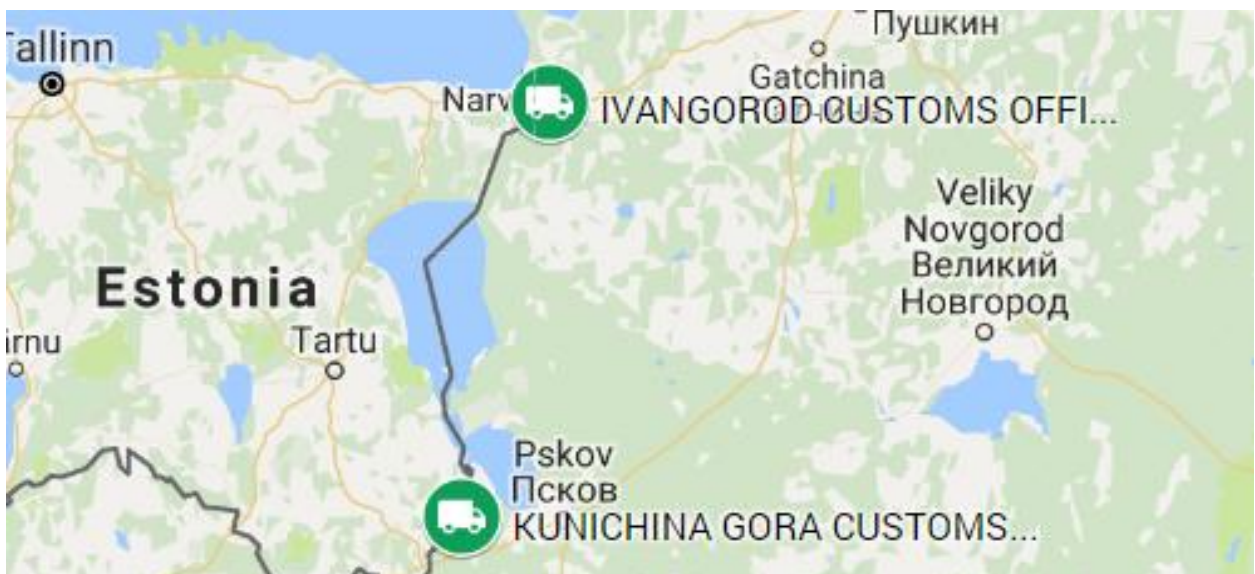
**Accepts TIR carnets

***Authorised for customs operations with food (only SPSE)

****Does not authorised for customs operations with metal bijouterie, precious metals and gems

*****Does not authorised for customs operations with cash

*****Does not authorized for customs operations with OB vans



INLAND CUSTOMS OFFICES

SHUSHARSKY CUSTOMS OFFICE (SAINT PETERSBURG CUSTOMS)

Railway section "Moscovskoye highway – River Kuzminka",
Litera C, Shushary,
Saint Petersburg, 196626

Telephone: +7 812 323 80 17
+ 7 812 777 93 27

Email: spb_odo@regions.eais.customs.ru

*Accepts ATA carnets

**Accepts TIR carnets (for re-export)

***Authorised for customs operations with food (only SPSE)

****Authorised for customs operations with metal bijouterie (only SPSE), does not
authorised for customs operations with precious metals and gems

*****Does not authorised for customs operations with cash

***** Authorized for customs operations with OB vans (SPSE and ATA carnets)

YANINSKY CUSTOMS OFFICE (SAINT PETERSBURG CUSTOMS)

Yanino-Vostochny place,
Vsevolozhsky district,
Leningradsky Region, 188689

Telephone: +7 812 323 80 17
+7 812 777 93 27
+7 812 748 14 30

Email: spb_odo@regions.eais.customs.ru

*Accepts ATA carnets

**Accepts TIR carnets (for re-export)

***Authorised for customs operations with food (only SPSE)

****Authorised for customs operations with metal bijouterie (only SPSE), does not
authorised for customs operations with precious metals and gems

*****Does not authorised for customs operations with cash

***** Authorized for customs operations with OB vans (SPSE and ATA carnets)

NORTH-WESTERN SPECIALISED EXCISE CUSTOMS OFFICE (SAINT-PETERSBURG DIVISION OF THE CENTRAL EXCISE CUSTOMS)

40A, Kultury avenue,
Saint-Petersburg, 194292

Telephone: +7 812 337 57 38
Email: cat@ca.customs.ru

* Accepts ATA carnets

** Accepts TIR carnets (for re-export)

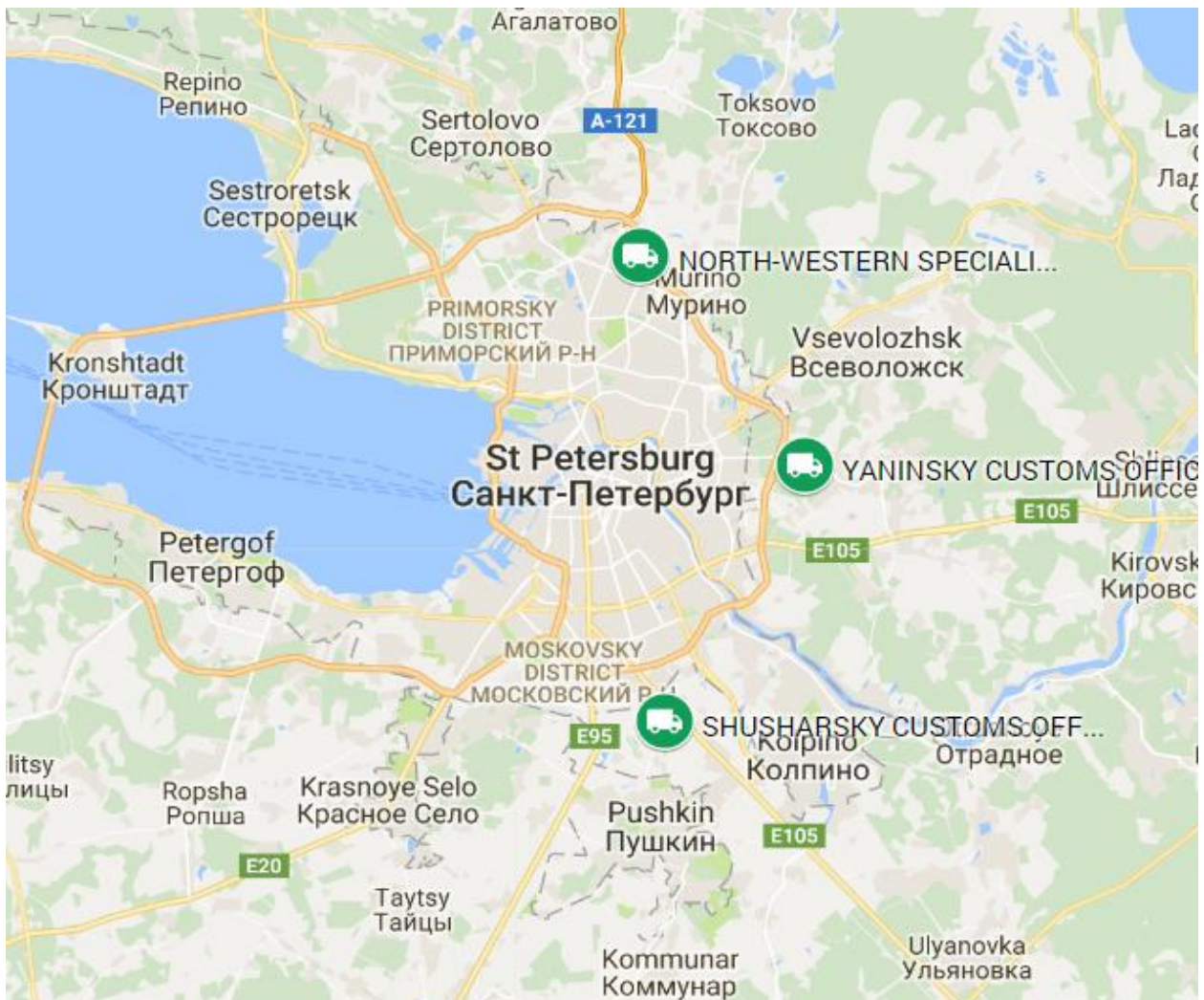
*** Authorised for customs operations with food (only SPSE)

**** Authorised for customs operations with jewellery including precious metals and stones, alcohol and tobacco products

***** Authorised for customs operations with cash

***** Authorised for customs operations with OB vans (SPSE and ATA Carnets)

***** Authorised for customs operations with alcohol and tobacco products



LENINGRADSKY CUSTOMS OFFICE (MOSCOW REGION CUSTOMS)

1 Transportnaya, build 1, village Pikino,
Lunevskoye, Solnechnogorsky district,
Moscow Region, 141580

Telephone: +7 495 730 44 87 (ext. 4390, 4387, 4399, 4397, 4386)
Fax: +7 499 720 86 29
Email: zln-mail-320@ctu.customs.ru

- *Does not accept ATA carnets (use Lobnensky customs office as an alternative)
- **Accepts TIR carnets (for re-export)
- ***Authorised for customs operations with food (only SPSE)
- ****Authorised for customs operations with metal bijouterie (only SPSE), does not authorised for customs operations with precious metals and gems
- *****Does not authorised for customs operations with cash
- *****Authorized for customs operations with OB vans (only SPSE)

MOZHAIISKY CUSTOMS OFFICE (MOSCOW REGION CUSTOMS)

Village Otyakovo,
Mozhaisky District,
Moscow Region, 143204

Telephone: +7 495 780 69 31
+7 495 780 69 30
Fax: +7 499 720 86 29
Email: zln-mail-200@ctu.customs.ru

- *Does not accept ATA carnets (use Akulovsky customs office as an alternative)
- **Accepts TIR carnets (for re-export)
- ***Authorised for customs operations with food (only SPSE)
- ****Authorised for customs operations with jewellery except for precious metals and stones
- *****Does not authorised for customs operations with cash
- *****Authorized for customs operations with OB vans (only SPSE)

SPECIALISED EXCISE CUSTOMS OFFICE (MOSCOW DIVISION OF THE CENTRAL EXCISE CUSTOMS)

12, Smolnaya street,
Moscow, 125493

Telephone: +7 495 223 29 71 (ext. 20-01, 20-03)

Email: cat@ca.customs.ru

* Accepts ATA carnets

** Accepts TIR carnets (for re-export)

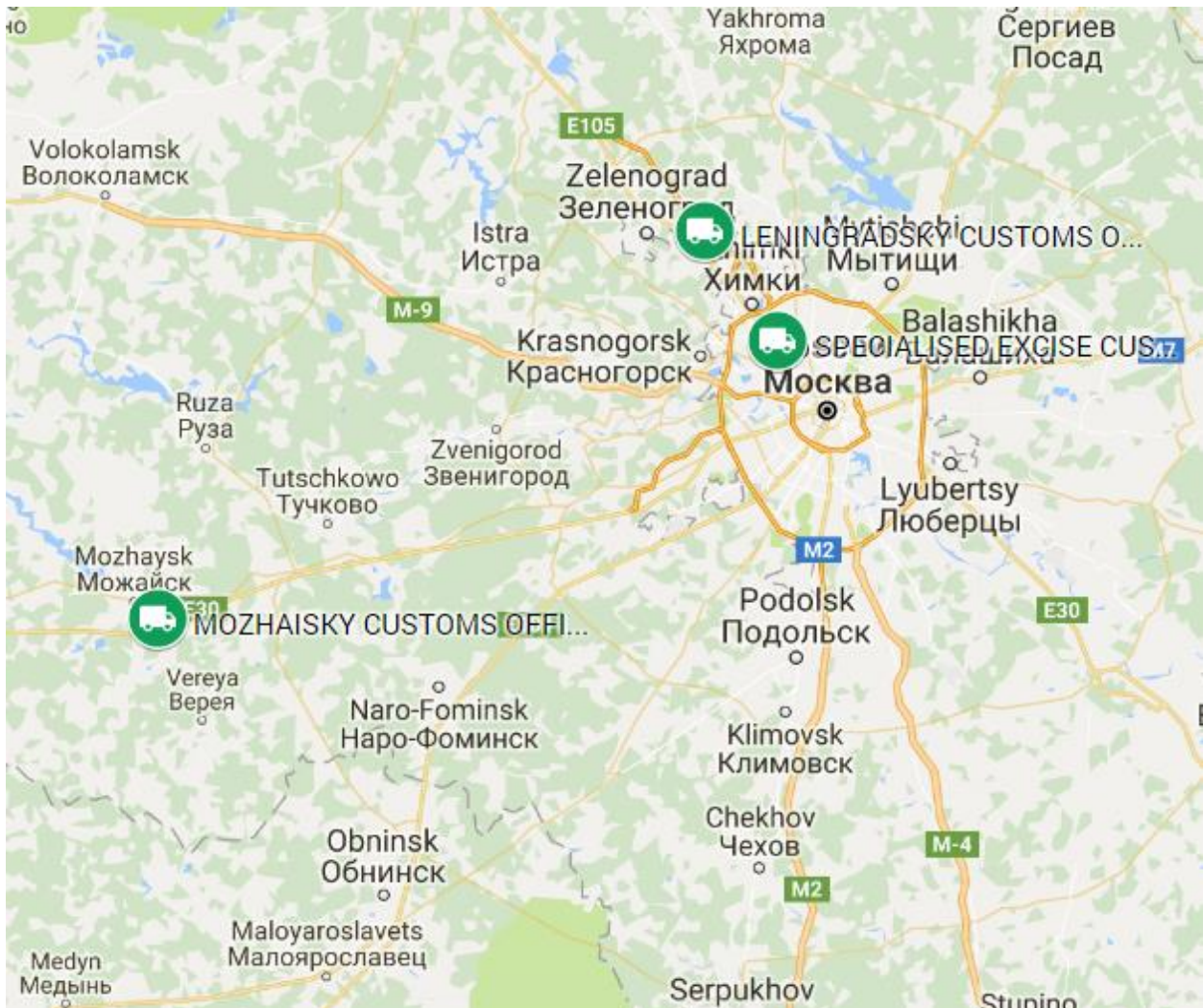
*** Authorised for customs operations with food (only SPSE)

**** Authorised for customs operations with jewellery including precious metals and stones

***** Authorised for customs operations with cash

***** Authorised for customs operations with OB vans (SPSE and ATA Carnets)

***** Authorised for customs operations with alcohol and tobacco products



SMOLENSKY EXCISE CUSTOMS OFFICE (SMOLENSK DIVISION OF THE CENTRAL EXCISE CUSTOMS)

35 Zaosernaya street, Stabna,
Smolensky district,
Smolensky Region, 214550

Telephone: +7 4812 47 51 09
Email: cat@ca.customs.ru

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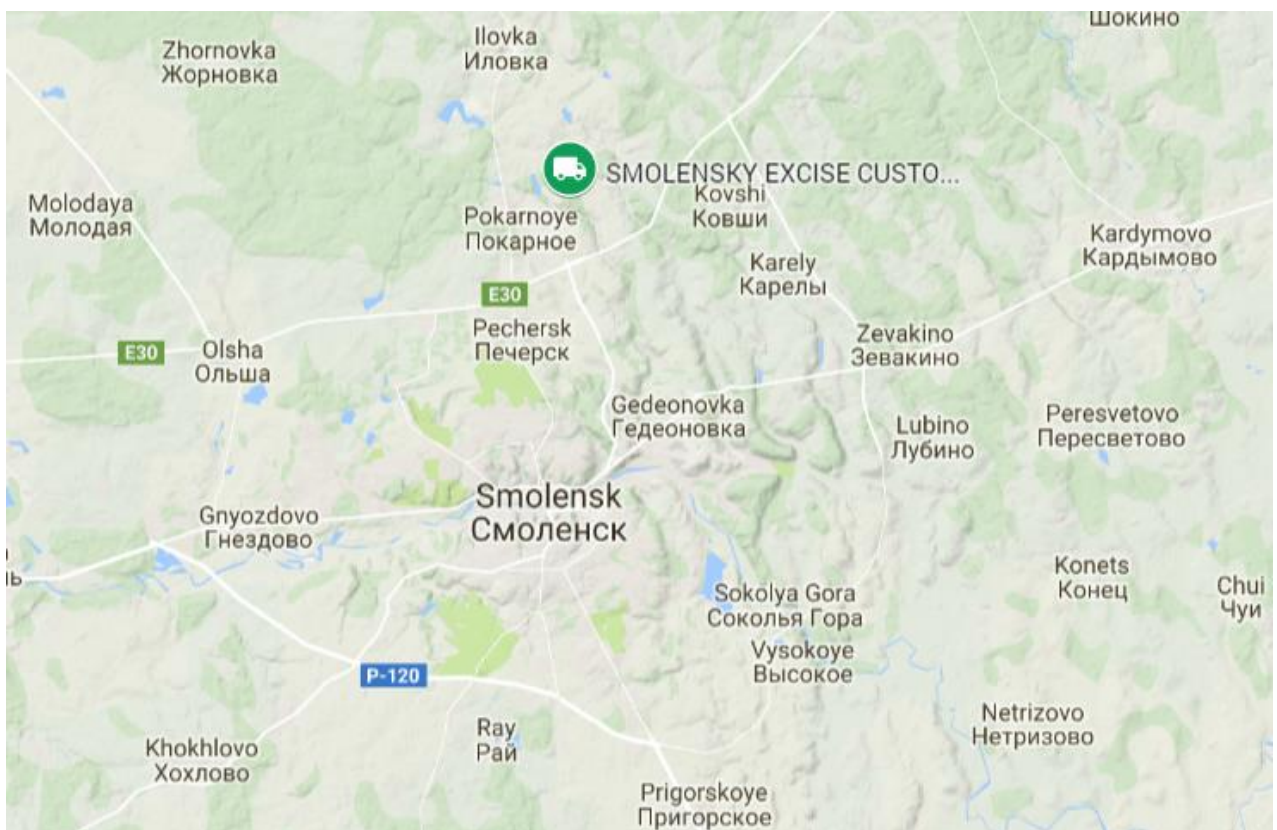
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