
NAQEL Express | Import & Export Guide

State of Qatar

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Terminology

Manifest: Consolidated information for the batch.

Master airway bill (MAWB): airline waybill.

House waybill (HAWB): waybill from the shipper to the final consignee.

NAQEL service charges: transportation fee + COD charges (if applicable) + customs clearance fee (if applicable).

COD: Cash on Delivery. The amount that NAQEL has to collect from the customer upon delivery.

COD = Declared value + NAQEL service charges + customs duty + VAT.

Declared value: the value of the goods as it appears in the commercial invoice and in the manifest.

Declared value (CIF Value) = Goods value + international shipping cost & insurance.

Note: if the Domestic COD charges and domestic delivery Charges and Duty & VAT are not splitted in the commercial invoice, it will be considered as a part of declared Value and it will be subjected to Duty & VAT collection. Correct value without COD charges and domestic delivery Charges and Duty & VAT must be in the manifest.

Customs Duty: the amount that needs to be paid to Customs for goods entering the country.

Customs Authority Administration fees: The amount to be paid to customs for customs formalities.

VAT: Value Added Tax

NAQEL Customs Clearance fees: The amount levied by NAQEL for activities needed to be completed to clear commercial shipments and high value shipments for individual shipments.

(Depending on a contract with customer)

EDI: Electronic Data Interface.

1. PURPOSE OF THIS GUIDE

This guide sets out the general customs clearance requirements and is intended to help individuals/ companies minimize the risk and time associated with the process of importation and exportation in accordance with the customs laws of State of Qatar.

2. PROHIBITED GOODS

Prohibited goods are those goods of a nature or kind which are by virtue of any law for the time being in force in the country absolutely prohibited from being imported or exported. Prohibited goods normally carry with them a series of penalties if you are caught importing or exporting such items.

Examples of prohibited goods include such things as illicit narcotics and drugs.

- Pure-bred breeding animals weighing less than 50 kg.
- Pure-bred breeding animals weighing 50 kilograms or more.
- Ivory; ivory powder and waste.
- Nutmeg, neither crushed nor ground.
- Nutmeg, crushed or ground.
- Poppy seeds, Poppy straw, Black poppy
- Hemp seeds.
- Coca leaves.
- Camera
- Cannabis
- Opium
- Hashish
- Crocidolite
- Cocaine
- Used pneumatic external tires.
- Contains asbestos.
- Of crocidolite.
- Compressed asbestos fibre jointing, in sheets or rolls

Goods prohibited from importation for reasons linked to health, environment, protection of endangered species, security, legislation etc.

3. RESTRICTED & CONTROLLED GOODS

Restricted goods are those items which can only be imported or exported where authority of a licence has been granted by the Comptroller of Customs and Excise or another relevant Government authority. Examples of restricted goods include prescription medications, wildlife and items of cultural significance. If items are found to be imported or exported without the relevant authority the individual may be subject to prosecution, fine and seizure of the restricted goods.

Controlled goods normally require proper authorization (advance notification, license or certificate approval) from Competent Authorities (CA) before they may be imported to the country.

Licenses or permits are required from a Government Authority before the item is allowed to enter Qatar

- Bees and other insects.
- Carcasses and half-carcasses.
- Other cuts with bone in, Boneless, Carcasses and half-carcasses, Other cuts with bone in, Minced, Carcasses and half-carcasses, Hams, shoulders and cuts thereof, with bone in, Carcasses and half-carcasses, fresh or chilled, legs, shoulders and cuts thereof, with bone in, Carcasses and half-carcasses of lamb, fresh or chilled, Carcasses and half-carcasses, Other cuts with bone in, Boneless, Carcasses and half-carcasses of lamb, frozen, Carcasses and half-carcasses, Other cuts with bone in, Minced.
- Fresh or chilled, Frozen, Fresh or chilled, Frozen, Fresh or chilled, Frozen, Meat of horse.
- bovine animals, fresh or chilled, Tongues, Livers.
- whales, dolphins and porpoises (mammals of the order Cetacea); of manatees and dugongs (mammals of the order Sirenia); of seals, sea lions and walruses (mammals of the suborder Pinnipedia).
- reptiles (including snakes and turtles).
- camels, fresh or chilled, Frozen camels.
- Pig fat, Meat of bovine animals.
- whales, dolphins and porpoises (mammals of the order Cetacea); of manatees and dugongs (mammals of the order Sirenia); of seals, sea lions and walruses (mammals of the suborder Pinnipedia).
- reptiles (including snakes and turtles).
- Trout (*Salmo trutta*, *Oncorhynchus mykiss*, *Oncorhynchus clarki*, *Oncorhynchus aguabonita*, *Oncorhynchus gilae*, *Oncorhynchus apache* and *Oncorhynchus chrysogaster*).
- Pacific salmon (*Oncorhynchus nerka*, *Oncorhynchus gorbuscha*, *Oncorhynchus keta*, *Oncorhynchus tshawytscha*, *Oncorhynchus kisutch*, *Oncorhynchus masou* and *Oncorhynchus rhodurus*).

- Fresh (unripened or uncured) cheese, including whey cheese, and curd, Grated or powdered cheese, of all kinds, Processed cheese, not grated or powdered, Blue-veined cheese and other cheese containing veins produced by *Penicillium roqueforti*, Medium hard cheese and hard cheese (e.g., Cheddar, Gouda, Gruyère, Parmesan).
- Pigs`, hogs` or boars` bristles and hair and waste thereof.
- Foliage, branches and other parts of plants, without flower or flower buds, and grasses, mosses and lichens, being goods of a kind suitable for bouquets or for ornamental purposes fresh, dried, dyed, bleached, impregnated or otherwise prepared.
- Carrots, turnips, salad beetroot, salsify, celeriac, radishes and similar edible roots, fresh or chilled.
- Peel of citrus fruit or melons (including watermelons), fresh, frozen, dried or provisionally preserved in brine, in sulphur water or in other preservative solutions.
- Other animal fats and oils and their fractions, whether or not refined, but not chemically modified.
- Other oils and their fractions, obtained solely from olives, whether or not refined, but not chemically modified, including blends of these oils or fractions with oils or fractions of heading.
- Animal or vegetable fats and oils and their fractions, boiled, oxidized, dehydrated, sulphureted, blown, polymerized by heat in vacuum or in inert gas or otherwise chemically modified, excluding those of heading 15.16; inedible mixtures or preparations of animal or vegetable fats or oils or of fractions of different fats or oils of this Chapter, not elsewhere specified or included.
- Glucose and glucose syrup, containing in the dry state at least 20% but less than 50% by weight of fructose. excluding invert sugar.
- Infants and young children food based on milk or malted milk prepared as substitutes of mother milk, containing less than 5% by weight of cocoa.
- Vegetable materials and vegetable waste, vegetable residues and by-products, whether or not in the form of pellets, of a kind used in animal feeding, not elsewhere specified or included.
- Vapes and cigarettes
- Retreaded tires of a kind used on motor cars (including station wagons and racing cars)
- Retreaded tires of a kind used on buses or trucks.
- Retreaded tires of used on aircraft.

4. IMPORT

Customs Clearance requirements:

A. Commercial

- Detailed original invoice showing country of origin along with the Harmonized System (HS) code of each item.
- Packing List.
- Certificate of origin.
- Naqel Air waybill (AWB) and (MAWB) to be under Cargo mode.
- Individual customs declaration is required.
- Subjected to Customs Duty and clearance charges.
- Customs duty calculate based on the Harmonized System (HS) code (0%, 5%, 100%)

Note: Restricted products will be referred to the relevant authority for approval

B. High Value Personal Shipments **(1000 QAR and Above)**

- Detailed original invoice showing country of origin along with the Harmonized System (HS) code of each item.
- Naqel Air Waybill (AWB).
- Subjected to Customs Duty.
- Customs duty calculate based on the Harmonized System (HS) code (0% / 5% / 100%).

Note 1: Restricted products will be referred to the relevant authority for approval.

Note 2: Certain items have a limited quantity that is permitted as personal use.

C. Low Value Personal Shipments **(Below 1000 QAR)**

- NAQEL Performa invoice or shipper invoice
- Manifest
- Naqel Air Waybill (AWB).
- Consolidated Import Declaration will be implemented for each Master Air Waybill (MAWB).
- Low value shipments with declared value (Below 1000 QAR) no customs duties.
- Low value shipments will be released without individual customs declaration, **unless:**
 - ✓ Restricted products require an approval from the governing entity.
 - ✓ Personal shipments but received in commercial quantity, and commercial clearance procedures must apply for it.

D. Clearance Charges

E. Transport from Doha Airport to Qatar Post Main Office: QAR 425 per trip

F. Qatar Aviation Services (QAS) Charges – Chargeable “as receipted”

G. Legalization Charges (*) – Chargeable “as receipted”. See Table below for reference

H. Customs Clearance Service Charges: QAR 250 per MAWB

I. Customs Inspection Charges: QAR 100 per MAWB

J. Any additional inspection charges (if required) by Customs will be QAR 200

- K. Customs clearance charges covers up to 10 pages of Bayan Charges. More than 10 pages will be at QAR 10 per additional page.
- L. Customs Clearance Charges: one (1) single Bayan Charge shall apply, customs duty may be applicable equivalent to 5% of the CIF Value of the Shipment. Individual Bayan charges shall not be applicable.

M. (*) TABLE of Legalization Fees:

Invoice Value From QAR	To QAR	Fees
1	15,000	QAR 500
15,001	100,000	QAR 1000
100,001	250,000	QAR 2500
250,001	1,000,000	QAR 5000
1,000,001	Above	0.6% of invoice CIF value

5. EXPORT

1.1 Customs Clearance requirements:

A- Commercial shipments

- Detailed commercial invoice showing the country of origin along with the Harmonized System (HS) code of each item.
- Certificate of origin and packing list
- Naqel Air Waybill (AWB).
- Copy of the Exporter Commercial Registration (CR).
- Authorization from the exporter to customs clearance company (NAQEL).
- Customs declarations for Export
- Any certificate required by destination to clear the shipment based on HS code.

B- Personal Shipments

- Detailed commercial invoice showing the country of origin along with the Harmonized System (HS) code of each item.
- MAWB manifest
- Naqel Air Waybill (AWB).
- Customs declarations for Export

6. RE-EXPORT

Customs Clearance requirements:

A- In Courier Mode

a) Undelivered shipments:

- Copy of import Naqel Air Waybill (AWB)
- New return Naqel Air Waybill (AWB)

b) If delivered to the consignee but returned afterwards:

- New Naqel Air waybill (AWB)
- Detailed commercial invoice along with the Harmonized System (HS) code of each item.
- Copy of the import declaration if not originally cleared by Naqel Express.

B- In General Cargo Mode

- Copy of the import declaration.
- Naqel Air Waybill (AWB).
- Detailed commercial invoice along with the Harmonized System (HS) code of each item.
- Re-export customs declaration is required.
- Request for refund the Customs Duty and Value Added Tax (VAT) if needed.

7. WEBSITE REFERENCES

Naqel Express: www.NaqelExpress.com

Oman Customs: <https://www.customs.gov.qa/>