

# Temporary Import to Iceland

## Commercial purposes (business purposes, company purposes)

### **For all vehicles that are not for personal use**

The customs procedure: "Deponering" (temporary commercial import)

*What we need:*

- *E9 form filled out, addressed to the company*
- *Invoice or rental agreement showing value for customs calculation*
- *Packing list of goods inside*
- *Nav. shipment can include more than 1 vehicle*

If there are goods inside that will be left in Iceland they need to go on a separate booking which will be imported like a regular shipment and needs to have an Icelandic consignee

They need to pay a deposit to the customs on arrival

Deposit amount is calculated by the customs (not by SML) and a big part of it will be refunded when the vehicle exits Iceland again.

The deposit can only be paid to customs via cash, bank transfer or Icelandic debit card.

## Temporary import for tourists

### **For all vehicles coming for personal use, incl. work trips if people bring a personal car.**

Customs procedure: E9 (temporary import)

*What we need:*

- *E9 form filled out*
  - o *Purpose of stay needs to be correct*
  - o *Intended stay are dates of vehicle arrival/departure (not the drivers)*
  - o *Intended stay to/from is the length of temp. clearance and is max 1 year*
  - o *If more than 1 driver then list in co-travellers/comments*
- *Copy of passport for driver*
- *Registration papers **only if the car is not registered to the individual***
- *Only 1 vehicle per shipment in nav.*

They will need to double check their E9 has been accepted before leaving arrival area in SEY.

## Permanent import of cars booked as passengers

### **For all vehicles booked as passengers that will be registered in Iceland**

*What we need:*

- *E9 form filled out for 1 week of time, counting from arrival of car*
- *Documents for permanent custom clearance: invoice, registration no.*

Customs have an exemption to give Norrona passengers 1 week temporary license while registering the car in Iceland – **if they pay the duty fee with 25% extra as a bond which will be refunded when the car is finally custom cleared.**

## Permanent import for cargo loaded in tourist cars / passengers

### For all goods loaded inside passenger booked cars

Customs procedure: regular import, booked in cargo system

What we need:

- Description, weight and quantity of goods
- Invoice for goods
- Passenger booking number (write in reference box on shipment)
- Info for Icelandic consignee
- E9 for the car if it's being temporarily imported (can be on same nav. shipment)

The shipment of goods needs to be custom cleared and E9 accepted before they can leave SEY. All cases like this can expect to have their vehicles thoroughly searched by the customs.

## Import of personal effects (búslóð)

### For all personal effects related to moving residency to Iceland

What we need:

- Packing list of goods including quantity and weight
- Invoice for any goods owned for less than 1 year
- Confirmation of move from Þjóðskrá (Iceland Registration)
- Import declaration form filled out:  
[https://www.tollur.is/library/Skrar/Eydublod/buslodaryfirlysing\\_o.pdf](https://www.tollur.is/library/Skrar/Eydublod/buslodaryfirlysing_o.pdf)
- E9 for vehicles/trailers for 1 month if they are not on Icelandic number plates

They will need to wait for custom clearance of personal effects before they can leave SEY.

## Import by ATA-Carnet

### For every shipment imported by ATA Carnet

What we need:

- A copy of Carnets front page in advance
- Original Carnet sent by mail to SML Hafnarfjordur office
- E9 form filled out for each vehicle that is a part of carnet
  - o Addressed to the company
  - o List drivers in comments
- Carnet number on the shipment reference box
  - o One shipment for each carnet
  - o If more than 1 car per carnet they can go on same shipment
- Weight on Carnet and weight of shipment must match

They will need to wait for our customs department to get carnet clearance accepted before leaving

**The name on the E9 form must always be the same as on the shipment / waybill**