

# **Customs and Freight Forwarding Guide for READY STEADY TOKYO - Sailing**

First version   May, 2019

## 1. Introduction

### 1.1 About This Guide

We at YGL have written this *Forwarding Guide* (the “Guide”) and *Shipping Manual* (the “Manual”) for groups and individuals involved in the Sailing competitions which going to be held at Enoshima Yacht Harbor year 2019 (“Event Associates”).

This Guide provides an overview of the procedures for importing/exporting goods related to the Sailing competitions which going to be held at Enoshima Yacht Harbor year 2019 (the “Competitions”) into/from Japan for Event Associates. It provides important information that Event Associates need to know when transporting goods. Such information includes Japan’s regulations and procedures pertaining to customs clearance, and where to contact to make inquiries.

The Manual, on the other hand, provides more on-the-ground information, including freight shipping procedures, freight transportation in Japan, and cargo handling at the venue. The Guide and Manual in combination should serve as helpful reference guides for the transportation of goods that are related to the Competitions.

Please note that this Guide offers only general guidelines and is not legally binding. If you have any questions or need further clarification on any matters, feel free to contact us.

Event Associates are responsible for freight transportation and procedures for customs clearance. The Tokyo Organising Tokyo 2020 of the Olympic and Paralympic Games (the “Tokyo 2020”) provides assistance Event Associates need for proper and speedy customs clearance and transportation.

### 1.2 About the Competitions

	Competitions	Period
1	2019 470 Class World Championship	2 - 9 Aug. 2019
2	READY STEADY TOKYO - Sailing	15 - 22 Aug. 2019
3	World Cup Series Enoshima Round	25 Aug. - 1 Sep. 2019
4	Enoshima Olympic Week 2019	11 - 17 Oct. 2019

## 2. Japan’s Customs Clearance System and Related Administrative Organs

### 2.1 Japan’s Customs Clearance System

To import goods into Japan, you need to declare the name, type, quantity, and price of the goods and other required information to customs. If the goods are subject to a customs inspection, you must have them inspected and pay an import duty, excise duty, and other necessary expenses to receive an import permit. To import goods that are subject to regulations imposed by laws and regulations other than tariff-related laws and regulations (“Other Laws”), you need to obtain permission or approval from relevant authorities.

To export goods from Japan, you need to declare the name, type, quantity, and price of the goods and other required information to customs. If the goods are subject to a customs inspection, they must undergo the mandatory inspection. To export goods subject to regulations imposed by Other Laws, you need to obtain permission or approval from relevant authorities.

The information processing system called the Nippon Automated Cargo and Port Consolidated System (NACCS) is available for completing procedures required by customs and related administrative organs. The procedure can be completed by online so that there is no need to travel to customs and related administrative organizations. The real-time status of the goods can be also checked on this system.

It requires the expertise in Japanese law to make an import/export declaration or to apply for permission or approval based on regulations imposed by Other Laws, and all applications must be filed in Japanese. Hence, most importers/exporters entrust customs brokers with the mandatory procedures.

## 2.2 Japan Customs

Japan Customs have three major goals as their missions: helping to ensure the safety and security of society; collect fair and proper custom duties; and facilitate international trade. They work to maintain the order of international trade and to contribute to the sound development of it by ensuring proper customs clearance of imported/exported goods, collecting accurate customs duty, cracking down on smuggling, and taking any other courses of action needed to fulfill the missions.

Customs are located in cities including Tokyo, Yokohama, Nagoya, Osaka, and Kobe as the local branch offices of the Ministry of Finance for local customs operations.

Please visit the website below for more details about Japan Customs.

<http://www.customs.go.jp/english/index.htm>

## 2.3 Pharmaceutical Safety and Environmental Health Bureau

As an internal subdivision of the Ministry of Health, Labour and Welfare (MHLW), the Pharmaceutical Safety and Environmental Health Bureau takes measures to ensure the validity and safety of pharmaceuticals, quasi-drugs, cosmetics, medical devices, regenerative medicine, and other relevant products; implements blood programs and narcotics and stimulant drugs' control; and works on any other issues that directly concern the life and health of people in Japan.

The Bureau is also committed to ensuring food safety for the health and comfortable living environments of the people.

Please visit the website below for more details about the MHLW.

<https://www.mhlw.go.jp/english/>

## 2.4 Animal Quarantine Stations

As local branches of the Ministry of Agriculture, Forestry, and Fisheries (MAFF), the Animal Quarantine Stations prevent infectious diseases of domestic animals from entering Japan through the import of animals and livestock products, and ensure that animals and livestock products for export carry no infectious diseases, thereby helping to promote animal husbandry.

Please visit the website below for more details about the Animal Quarantine Stations.

<http://www.maff.go.jp/aqs/languages/info.html>

## 2.5 Plant Protection Stations

As local branches of the MAFF, the Plant Protection Stations quarantine imported plants at seaports and airports across Japan to prevent the entry of foreign pests that may damage the country's plants. They also quarantine plants for export at the request of foreign governments.

Please visit the website below for more details about the Plant Protection Stations.

[http://www.maff.go.jp/pps/j/information/language\\_top.html](http://www.maff.go.jp/pps/j/information/language_top.html)

# 3. Designated Customs Broker and Contact Information

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## 3.1 Cargo Handling

YGL has appointed by Tokyo 2020 with regards to the Container Grounding Operations for the competitions during the Competitions. This operations covers from the time of opening venues until carry out the containers after the competitions.

The Tokyo 2020 and YGL will work closely together as a team to facilitate the running of the Competitions, thereby ensuring that the goods brought into or brought out of Japan by Event Associates will be promptly and properly processed and handled.

To maintain safe operations, please coordinate with YGL for all of Container Grounding Operations or related works during the time of opening venues until carry out the containers after the competitions.

## 3.2 Costs of Customs Clearance and Services Provided at the Venue

Event Associates are to bare the costs of import and export clearance, transportation, and services needed at the venue except as defined in the freight support plan.

### 3.3 Contact Information

Please contact YGL if you have any questions about customs clearance and procedures of the Competitions-related goods, cargo handling services at the venue, or this Guide.

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## 4. Japan's Import Clearance System

### 4.1 Overview

To bring goods into Japan, you need to make an import declaration to customs and pay an import duty and excise duty (e.g., consumption tax, liquor tax, cigarette tax). Importing certain goods requires permission or approval on the basis of Other Laws.

To receive reduction on or exemption from an import duty or exercise duty, you need to complete a certain procedure. Please note that, as a rule, no tax reduction or exemption applies to goods imported into Japan for sale or other commercial purposes.

Please see “5. Tax Exemption System” for detailed information about Japan's tax reduction and exemption system.

Japan Customs link to related administrative organs, customs brokers, warehouses, and container yards via Japan Customs' NACCS. This means that you can complete import/export processes and other procedures required by any related administrative organs (e.g., making an import/export declaration, the receipt of permission/approval on the basis of Other Laws and paying taxes) as well as the procedure of the use of a port by entering and sending information online via the system.

### 4.2 Import Control and Requirements

Some goods brought into Japan may have a harmful effect on the country's economy, public health and hygiene, public security, or public morals. These goods are subject to “import control” by Other Laws. Regulations imposed by Other Laws are linked to the import permit system specified in the Customs Act so that their effectiveness is ensured.

Hence, bringing these goods in will be permitted if you receive prior permission or approval in accordance with Other Laws and present it to customs.

Other Laws have a variety of provisions. Event Associates should do research beforehand on these provisions because Japan's administrative authorities do not grant permission or approval for certain goods without a certificate issued by the exporting country's government agency.

Event Associates need to take proper steps to receive required permission or approval in order to promptly complete the procedures for bringing in goods related to the Competitions. If you need further clarification, please consult a customs broker or related administrative organs in advance.

The goods listed below are "prohibited imports" that must not be brought into Japan in accordance with customs-related laws. Bringing in these goods is punished by the law.

Prohibited Imports	
*	Narcotics, psychotropics, cannabis, opium, opium poppies, stimulant drugs (including materials), opium smoking equipment
*	Specified drugs (except those drugs brought in for medical purposes)
*	Firearms, cannons, ammunition for and parts of these weapons
*	Bombs
*	Explosives
*	Specified goods related to the prohibition of chemical weapons and regulations on specified cargo.
*	Classes I and II Pathogens related to the prevention of infections and medical care for patients with infections.
*	Counterfeit, altered, or imitation coins, paper money, banknotes, revenue stamps or postage stamps (including certificates that show postage), securities, and forged credit cards (including those containing no data).
*	Books, drawings, sculptures or carvings, or other articles that may harm public security or morals.
*	Child pornography
*	Articles that infringe patents, utility model rights, design rights, trademark rights, copyright, neighboring rights, layout-design exploitation rights, or breeders' rights.
*	Articles bearing indications of goods or business that create confusion with another person's goods or business, articles using indications of goods or businesses identical or similar to another person's famous indication, or goods or business as one's own, articles that imitate the configuration of another person's goods, devices designed to circumvent technological restriction measures.

If you need to bring in prohibited imports or other articles subject to regulations in accordance with Other Laws, please obtain permission or approval from the related administrative authority.

### 4.3 Custom Duties and Exercises

Japan determines a tariff rate according to the customs tariff code (HS code) in order to impose a customs duty based on the price or quantity of the imported goods. A consumption tax is also imposed. It is calculated based on the sum of the taxable amount (CIF-based), customs duty, and other taxes.

### 4.4 Import Declaration

Freight that has arrived in Japan from overseas is kept in a bonded area until the import procedures are complete. Each bonded area keeps freight at no cost for a certain period. Fees are charged according to the quantity and weight of the freight if it remains in the area after the period ends. Please cooperate for speedy customs clearance by providing information about the goods for the customs broker ahead of time and taking other necessary actions.

As a rule, you will need to make a tax declaration when you make an import declaration because the custom duty and exercise must be paid to obtain an import permit.

Today, the NACCS is widely used in Japan to make these declarations electronically.

Customs receives and reviews an import declaration, and inspects the goods (e.g., an X-ray inspection) if necessary. Once they complete the review and/or inspection and you pay the custom duty and exercise, an import permit is issued so that you can pick up the freight from the bonded area.

### 4.5 Importer and Attorney for the Customs Procedures

You need to have an importer who resides in Japan to make an import declaration and complete other customs procedures required in Japan.

If you plan to bring certain goods into Japan but have no importer residing in the country, you can choose either of the options below:

(1) Designate someone who resides in Japan as your own importer.

(The importer is under an obligation to pay taxes.)

(2) Designate someone who handles customs procedures on behalf of a non-resident importer as an “attorney for the customs procedures”.

(An attorney for the customs procedures must be a resident in Japan, but is not under an obligation to pay taxes.)

#### 4.6 Documents Required for an Import Declaration

You need to attach documentation that includes an invoice, bill of lading or air waybill, and packing list to the import declaration to make an import declaration.

<b>Invoice</b>	An invoice which has been issued in the country of shipment and signed by the shipper, and which shows the name, quantity, and price of the goods.
<b>Bill of Lading (B/L) (Air Waybill (AWB))</b>	A negotiable instrument issued by a carrier to acknowledge the receipt of freight at the place of shipment, and to agree to transport the freight to the designated destination and deliver it to the recipient of the goods at the port of discharge.
<b>Insurance Expenses</b>	This needed if the freight is insured.
<b>Freight Statement</b>	A document showing charges for shipping to the port of arrival.
<b>Packing List</b>	A document showing the packaging form, quantity, weight, and volume of the freight.
<b>Permit/Approval Required by Other Laws</b>	If the goods must have permission/approval for import required by Other Laws (e.g., the Plant Protection Act, the Act on Domestic Animal Infectious Diseases Control), a document is required proving that the permission/approval has been granted (some laws may require a certificate of inspection issued by the exporting country's government agency).

#### 4.7 International Mail (EMS)

Post offices of Japan Post having overseas mail branch offices handle the procedures for customs clearance for mail sent to addresses in Japan and conduct necessary inspections.

As a rule, mail with a taxable value of over 200,000 JPY must be declared as an import. Japan Post will send a notice to urge the addressee (recipient) to complete the procedures for Customs clearance. The addressee (recipient) needs to prepare the documentation necessary for an import declaration (e.g., an invoice) and ask Japan Post or the Customs broker to handle the procedures, or make an import declaration himself/herself to Customs.

As a rule, an import declaration is unnecessary for mail with a taxable value of 200,000 JPY or less. Customs calculate the amount of a tax on it.

Please note that for certain types of goods sent as international mail, permission or approval needs to be obtained from related administrative organs in accordance with Other Laws.

#### 4.8 Freight Sent by Courier

As for freight sent by courier (door-to-door parcel delivery service to a specified receiver in Japan), the courier handles the Customs clearance procedures.

Please note that for certain types of goods sent by courier, permission or approval needs to be obtained from related administrative organs in accordance with Other Laws.



## 5. Tax Exemption System

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### 5.1 Overview

Freight and personal effects that an Event Associate brings into Japan may be exempted from duties by meeting the requirements prescribed in Japan's customs-related laws.

### 5.2 ATA Carnet

Japan is an ATA Convention (Customs Convention on the ATA Carnet for the Temporary Admission of Goods) signatory nation. Professional equipment, commercial samples, or goods for exhibitions for temporary import may be exempted from duty by completing a simple procedure. You need to obtain a document called "ATA Carnet" to have the goods exempted from duty in accordance with the ATA Convention. The ATA Carnet is issued by chambers of commerce and industry of the ATA Convention signatory nations.

These issuers require the prospective ATA Carnet holder to provide a written guarantee or a security deposit in order to ensure the re-exportation of the goods from the importing country. They may also charge a fee for the issue of the ATA Carnet.

#### [Notes on the Use of the ATA Carnet]

The ATA Carnet makes customs clearance much easier if all requirements are met. To make effective use of it, you need to heed the following:

**\* Any goods imported by presenting the ATA Carnet must be re-exported within one year from the date of import permission. The deadline cannot be extended.**

\* The ATA Carnet holder must pay customs duties and excise taxes required by the temporary importing country if the holder fails to re-export the goods by the deadline because the Carnet has been stolen, lost, transferred, or for any reason whatsoever, or if the customs clearance of the goods is not properly recorded on the Carnet. In this case, if you have paid a security deposit for the issue of the Carnet, you may not have the deposit returned for a long time until you pay the customs duty and excise taxes.

**\* ATA Carnet users must abide by the following:**

- When the goods are re-exported from the country that allowed the import clearance of the goods on the Carnet, you must make a customs clearance by presenting the Carnet.  
(Also, present the Carnet for import clearance of the goods which has been exported by presenting the Carnet. Otherwise, the goods will be categorized as general cargo and you will have to pay a customs duty and excise taxes accordingly.)
- Re-export the goods before the expiration date or within the allotted time frame of the re-exportation.
- Make sure a customs officer has filled in the required items and put the customs stamp on the Carnet each time the goods have been cleared through customs.

### 5.3 Duty Exemption on Re-exportation

Goods to be imported temporarily into Japan and re-exported after the Competitions are entitled to duty exemption on re-exportation. If you obtain this duty exemption, you will not need to pay a customs duty and excise taxes when importing the goods. In event of this, re-exportation of the goods is the necessary condition of the duty exemption. As a rule, the deadline for re-exportation is within one year from the date of import permission. However, the deadline may be extended if customs have approved extension for the goods. This is done by submitting necessary documents to the authorities. Teams need to ask their customs broker to extend the deadline because customs broker (not teams) make the documents and submit them.

### 5.4 Unconditional Duty Exemption

The tables below describe and list the types of duty-free articles that Event Associates may bring into Japan as personal effects or unaccompanied baggage.

Personal Effects	
Unconditional duty exemption applies to personal items and professional equipment that Event Associates bring into Japan as personal effects.	
No payment of custom duties and excise taxes is required when these articles are imported. Re-exportation is not required for duty exemption.	
Article	Note
- Food for personal consumption	Each person needs to declare the personal effects he/she carries by himself/herself when entering the country.
- Pharmaceuticals for personal consumption	Necessary professional tools and equipment as well as personal effects are exempt from duties regardless of their value.
- Clothing for personal use	Other articles may be taxable. (Please see the list of articles of duty exemption)
- Books for personal use	
- Accessories on one's person for personal use	* Duty exemption does not apply to automobiles, vessels, or aircraft.
- Necessary professional tools and equipment	* Animals and livestock products must be inspected at the Animal Quarantine Station, and plants at the Plant Protection Station.

### Unaccompanied Baggage

Unconditional duty exemption applies to personal items and professional equipment which are sent to Japan by air, sea, post, or courier separately from personal effects and are to be cleared through customs within six months from the date the person enters the country.

No payment of custom duties or excise taxes is required when these articles are imported. Re-exportation is not required for duty exemption.

Article	Note
<ul style="list-style-type: none"> <li>- Food for personal consumption</li> <li>- Pharmaceuticals for personal consumption</li> <li>- Clothing for personal use</li> <li>- Books for personal use</li> <li>- Accessories on one's person for personal use</li> <li>- Necessary professional tools and equipment</li> </ul>	<p>Submit two copies of the complete Customs Declaration form when entering the country and receive one of the copies with a seal of approval stamped by the customs officer. When the unaccompanied baggage arrives, submit the copy of the Declaration form with a seal of approval to customs to complete the import procedures.</p> <p>Necessary professional tools and equipment as well as personal effects are exempt from duties regardless of their value.</p> <p>Other articles may be taxable. (Please see the list of articles of duty exemption)</p> <p>* Duty exemption does not apply to automobiles, vessels, or aircraft. * Animals and livestock products must be inspected at the Animal Quarantine Station, and plants at the Plant Protection Station.</p>

Scope of duty exemption for hand-carried items and separately shipped goods excluding personal belongings

and professional equipment (total amount of hand-carried items and separately shipped goods)

\* As of November 2018

Items	Amount or value
Alcoholic drinks	3 bottles (760ml)
Perfumes (excluding eau de cologne and eau de toilette)	2 ounces (one ounce = 28ml)
Cigarettes	400 cigarettes
Cigars	100 cigars
Other tobacco items (hand-rolling tobacco)	500 g
Other items	<p><b>JPY200,000 (total at overseas market prices)</b></p> <ol style="list-style-type: none"> <li>1. In such case that the total amount exceeds JPY200,000 Items up to the value of JPY200,000 shall be exempt from duties, but all other items shall be subject to the payment of duties.</li> <li>2. If a single item is valued at over JPY200,000 For example if a handbag is valued at JPY250,000, then the importer shall be liable for the payment of duties for the full amount of JPY250,000.</li> <li>3. Single items for which the overseas market price is less than JPY</li> </ol>

	10,000 shall, in principle, be exempt from duties (e.g. 9 bars of chocolate valued at JPY1,000 each, or 2 ties valued at JPY5,000 each shall be exempt from the payment of duties)
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\* Necessary professional tools and equipment as well as personal effects are exempt from duties regardless of their value.

\* Duty exemption does not apply to alcoholic beverages and/or cigarettes for a minor (under the age of 20).

\* When the person entering Japan is under the age of six, duty exemption applies only to articles for the child's use, such as toys.

## 6. Import Clearance Procedure

### 6.1 Overview

Event Associates are required to complete the customs procedures for all goods that they need to bring into Japan. If you plan to bring in prohibited goods (see "4.2 Import Control and Requirements") or import-controlled items (see "9. Importing Specified Items"), you need to obtain permission or approval from the relevant administrative organization in advance and present it to customs when you make an import declaration.

### 6.2 ATA Carnet

The ATA Carnet must bear the original signature by the importer (the holder or user) or the importer's seal on the import page when it is presented to customs in Japan for import clearance. Although most Event Associates are unable to act as importers because they are not residents in Japan, they have the option of issuing a letter of attorney for the customs broker so that the broker will act as the importer.

### 6.3 General Cargo

#### 6.3.1 Attorney for the Customs Procedures

If you have no importer residing in Japan, you need to hire an attorney for the customs procedures who will handle the import procedures on your behalf. You have the option of delegating the designated customs broker to act as your attorney for the customs procedures.

#### 6.3.2 Entrusting the Designated Customs Broker with Import Clearance

If you entrust the designated customs broker with import clearance procedures, you will be able to check in advance if duty exemption applies to the goods you plan to bring in as the Prior Application Form (an MS Excel file) will be provided. This will facilitate the whole process from the arrival of the goods in Japan and import clearance to the delivery of the goods.

##### 6.3.2.1 Delegating the Designated Customs Broker to Complete the Import Clearance Procedures and to Act as an Attorney for the Customs Procedures

The following are the steps to take to delegate the designated customs broker to handle the import procedures and to act as your attorney for the customs procedures:

(1) Fill out the Prior Application Form.

Select “Yamato Global Logistics Japan Co., Ltd.” for the field “Attorney for the Customs’ Procedures”.

(2) List the goods you plan to bring into Japan in the “Cargo List”.

Leave the fields such as “Size” and “Weight” blank if you do not yet have the exact information.

(3) Send the Prior Application Form to the designated customs broker.

⇒ The Designated customs broker will check the received file.

[1st time]

⇒ The designated customs broker will send you the following if no problems are found in the Application Form:

- a. Report on the Attorney for the Customs Procedures (C7500)
- b. Report on release the Attorney for the Customs Procedures (C7510)
- c. Customs Power of Attorney/Attorney for the Customs Procedures
- d. Tentative invoice (the Prior Application Form file)

⇒ Please read the documents (a., b., and c. above), and scan and send signed copies to the designated customs broker.

[From 2<sup>nd</sup> time onward]

⇒ The designated customs broker will send you the following if no problems are found in the Application Form:

- Tentative invoice (the Prior Application Form file)

(4) Send the documents listed below to the designated customs broker when you send the goods.

- The Prior Application Form file

Please include required information such as case marks in the invoice;

- Cargo List (strike out the goods that has been canceled after obtaining prior approval, if any);
- Bill of lading (B/L) (Air Waybill (AWB));
- Insurance expenses (if the freight is insured);
- Freight Statement;
- Permit/written approval on the basis of Other Laws (if required to import the goods)

## Submission Deadlines for Documents

**Import Clearance Procedures Handled by: Yamato Global Logistics Japan Co., Ltd.**

**In case of**

**Attorney for the Customs Procedures: Yamato Global Logistics Japan Co., Ltd.**

AIR SEA	Before Departure		After Departure
	Documentation	Submission Deadline (counting from the scheduled departure date)	Documentation
AIR	- Prior Approval Application Form	10 business 1 <sup>st</sup> time days before departure 5 business 2 <sup>nd</sup> time days before onwards departure	- Invoice
	- Cargo List	5 business days before departure	- Packing List
	- Customs Form [C No.7500] with Signature - Customs Form [C No.7510] with Signature - [Customs Power of Attorney/Attorney for the Customs Procedures] with Signature	5 business days before departure (* Required only for the 1 <sup>st</sup> time)	- Air Waybill (AWB) - (Insurance expenses) - Freight statement
SEA	- Prior Approval Application Form	7 business 1 <sup>st</sup> time days before departure 5 business 2 <sup>nd</sup> time days before onwards departure	- Invoice
	- Cargo List	5 business days before departure	- Detailed inventory
	- Customs Form [C No.7500] with Signature - Customs Form [C No.7510] with Signature - [Customs Power of Attorney/Attorney for the Customs Procedures] with Signature	3 business days before departure (* Required only for the 1 <sup>st</sup> time)	- Bill of lading (B/L) - (Insurance expenses) - Freight statement

### 6.3.2.2 Entrusting the Designated Customs' Broker Only with Customs Procedures

The following are the steps to take to delegate the designated customs broker to handle the import procedures:

(1) Fill out the Prior Application Form.

Select "Other" for the field "Attorney for the Customs Procedures".

(2) List the goods you plan to bring into Japan in the "Cargo List".

Leave the fields such as "Size" and "Weight" blank if you do not yet have the exact information.

(3) Send the Prior Application Form to the designated customs broker.

⇒ The Designated customs broker will check the received file.

⇒ The designated customs broker will send you the following if no problems are found in the Application Form:

- Tentative invoice (the Prior Application Form file)

(4) Send the documents listed below to the designated customs broker when you send the goods.

- The Prior Application Form file

⇒ Please include required information such as case marks in the invoice.

⇒ Please strike out the goods on the cargo list that have been canceled after obtaining prior approval, if any.

- Bill of lading (B/L) (Air Waybill (AWB));

- Insurance expenses (if the freight is insured);

- Freight Statement;

- Permit/written approval on the basis of Other Laws (if required to import the goods)

Submission Deadlines for Documents			
In case of Import Clearance Procedures Handled by: Yamato Global Logistics Japan Co., Ltd.			
AIR SEA	Before Departure		After Departure
	Documentation	Submission Deadline (counting from the scheduled departure date)	Documentation
AIR	Prior Approval Application Form	5 business days before departure	<ul style="list-style-type: none"> <li>Invoice</li> <li>Packing List</li> </ul>
	Cargo List	5 business days before departure	<ul style="list-style-type: none"> <li>Air Waybill (AWB)</li> <li>(Insurance expenses)</li> <li>Freight statement</li> </ul>
SEA	Prior Approval Application Form	7 business days before departure	<ul style="list-style-type: none"> <li>Invoice</li> <li>Detailed inventory</li> </ul>
	Cargo List	7 business days before departure	<ul style="list-style-type: none"> <li>Bill of lading (B/L)</li> <li>(Insurance expenses)</li> <li>Freight statement</li> </ul>

### 6.3.3 Entrusting a Non-Designated Customs Broker with Import Clearance

Please forward the information to the customs broker you have hired for import clearance and be certain you will be clear about the process thereafter.

### 6.4 Personal Effects

You will be required to complete the import clearance procedure on your own upon arrival at the airport for the portable goods you bring into Japan. Please complete the Customs Declaration form (C-5360) and have the goods inspected by customs.



## 6.5 Unaccompanied Baggage

You will be required to complete the import clearance procedure on your own upon arrival at the airport for the goods sent to Japan by air, sea, post, or courier separately from personal effects. If you have any unaccompanied baggage, please submit two copies of the complete Customs Declaration form (C-5360) to customs officer when entering the country and receive one of the copies with a seal of approval stamped by the customs officer. When the unaccompanied baggage arrives, submit the copy of the Declaration form with a seal of approval to customs to complete the import procedures.

\* Duty exemption does not apply to the unaccompanied baggage if you fail to complete the import procedures within six months from the date you enter the country.

## 7. Sending Goods

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### 7.1 Sending Unaccompanied Baggage

Label the package “UNACCOMPANIED BAGGAGE” and provide your name and contact information in Japan in the shipping document (e.g., B/L).

### 7.2 Sending Goods as International Mail or by Courier

Prepare the required documents and arrange to ship the goods by Japan post or curriers.

### 7.3 Sending Goods as General Cargo

#### 7.3.1 Bill of Lading (B/L) and Air Waybill (AWB)

If you plan to use an attorney for the customs procedures, please write “(the name of shipper) C/O (the name of the attorney for the customs procedures)” as the consignee.

If you entrust import clearance to the designated customs broker, please provide the authorization number.

#### 7.3.2 Case Mark

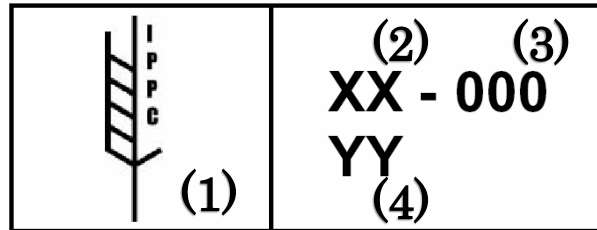
If you entrust import clearance to the designated customs broker, please specify the authorization number for the “Case Mark” or “Van Mark” in order to ensure that your freight will be accurately identified.

### 7.4 Packing

Please pack your goods appropriately to reduce the risk of damage during transportation and storage.

- \* **If you plan to use wood packaging material, please use material bearing a mark that shows it has been treated in conformity with the “Regulation of Wood Packaging Material in International Trade” (ISPM 15). The use of such material helps prevent the entry of pests into the country and avoid the risk of a delay in import procedures. Any goods packed in material without a mark showing that it has been treated based on ISPM 15 must be inspected at the Plant Protection Station.**
- Wood packaging material: Wood or wooden ware used to keep, protect, or transport goods (e.g., pallets, dunnage).

### ISPM 15 Compliant Mark on Wood Packaging Material



- (1) IPPC certification symbol
- (2) Two-letter ISO country code indicating where the material was produced.
- (3) Unique certification number given to the material manufacturer.
- (4) Code indicating how the material was treated.

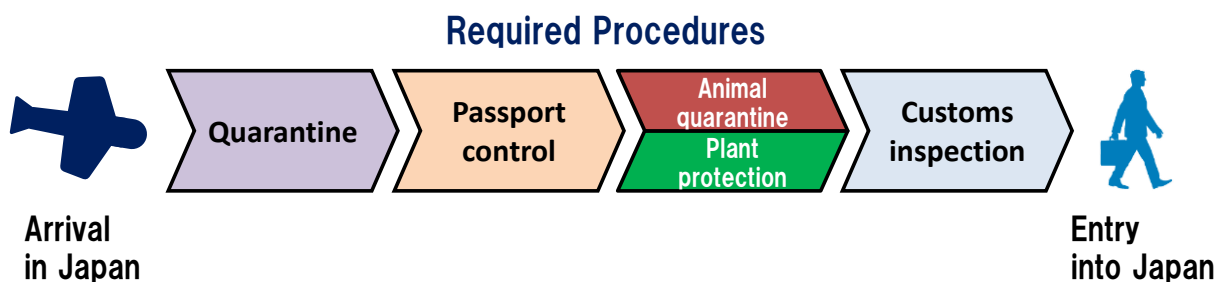
- Please visit the website below for detailed information about wood packaging material.

<http://www.pps.go.jp/english/woodpack/index.html>

## 8. Passenger Clearance

Please refer to the section “5.4 Unconditional Duty Exemption” for the duty exemption procedure for a passenger’s baggage that is described in this section.

### 8.1 From Arrival to Entry



#### - Quarantine

If you feel unwell at the time of arrival, please arrange a quarantine. Anyone entering Japan is subject to quarantine regulations at the quarantine station. Please inform a quarantine officer if you have a fever or cough. If you are diagnosed with a suspected quarantinable infectious disease, you will be tested, quarantined, and detained as necessary. If you are handed a questionnaire about your health while on board, complete the form and submit it at the quarantine inspection area.

#### - Passport control

Present your passport for immigration procedures.

- Animal quarantine and plant protection

Meat, fruit, animals, and plants to be brought into Japan are subject to import inspection after you receive your checked-in luggage.

- Customs inspection

Move on to the customs inspection with your luggage. Submit your complete Customs Declaration form for inspection.

## 8.2 Forms Required for the Customs Procedures

For personal effects declaration (all passengers): One “Customs Declaration form”.

For unaccompanied baggage declaration: Two “Customs Declaration form”.

If you are to bring in cash and the other similar goods worth 1 million JPY: One “Declaration of Carrying of Means of Payment, etc., form”.

\* The Customs Declaration form is available on board and at the customs inspection area at the airport.

\* The Declaration of Carrying of Means of Payment, etc., form is available in the customs inspection area.

## 8.3 Notes about Customs Declarations

To prevent terrorism as well as prevent smuggling by international crime syndicates, Japan Customs requires anyone entering Japan to declare the following, if any:

1. Prohibited/Restricted imports.
2. Cash, checks, notes, or securities worth the amount that must be declared.

# 9. Bringing Specified Items into Japan

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## 9.1 Plants, Meat Products (Including Dairy Products), and General Food Products

Import prohibition or restrictions apply to certain plants, meat products including dairy products, and general food products in accordance with Other Laws. Please refer to the tables below, and contact the specified authorities for clarification if necessary before arranging to send the goods you plan to bring into Japan.

Plants	
<b>Overview</b>	<p>If you have brought any plants, they must pass the inspection at the Plant Protection Station.</p> <p>All plants transported to Japan are subject to quarantine regulations regardless of type (e.g., general cargo, portable goods, and international mail) and quantity, and whether they are gifts or for personal use. A phytosanitary certificate issued by the exporting country's government agency must be submitted when a plant is inspected.</p>
<b>Prohibited Imports</b>	<p>Plants shipped from or via import prohibition areas.</p> <p>Noxious organisms including insects, ticks and mites, and bacteria.</p> <p>Soil</p> <p>Plants or other items with soil adhered to them.</p>
<b>Items Exempt from Inspection</b>	<p>Timber, preserved wood</p> <p>Woodwork, bamboo craftwork</p> <p>Processed goods, including furniture and utensils</p> <p>Rattan, cork</p> <p>Jute bags, cotton</p> <p>Tea products</p> <p>Dried bamboo shoots</p> <p>Dried fruit, including apricots and persimmons</p>
<b>Database for Importing Conditions (in English)</b>	<p>Database for Importing Conditions (in English)</p> <p><a href="http://www.pps.go.jp/eximlist/Pages/exp/conditionE.xhtml">http://www.pps.go.jp/eximlist/Pages/exp/conditionE.xhtml</a></p>
<b>Contact</b>	<p>Plant Protection Station Website (in English)</p> <p><a href="http://www.maff.go.jp/pps/j/information/language_top.html">http://www.maff.go.jp/pps/j/information/language_top.html</a></p>

<b>Animals, Meat Products, Dairy Products, and Others</b>	
<b>Overview</b>	<p>If you have brought any animals, meat products, and/or dairy products subject to animal quarantine regulations, the item(s) must pass the inspection at the Animal Quarantine Station. All items of these types transported to Japan are subject to quarantine regulations regardless of type (e.g., general cargo, portable goods, international mail) and quantity, and whether they are gifts or for personal use. A certificate of inspection issued by the exporting country's government agency must be submitted when the item(s) is/are inspected.</p> <p>* If the item(s) is/are food, please also check the table "Food and Others".</p>
<b>Prohibited Imports</b>	<p>To prevent highly infectious and virulent livestock diseases (currently cattle plague, foot-and-mouth disease, swine fever, African swine fever, highly pathogenic avian influenza) from spreading in the country, the import of some livestock products is prohibited according to the status of incidence as well as the epidemic prevention measures taken in the place where the disease has spread.</p> <p>Please see Appendix 3 for details.</p> <p>Please check the website below for information about livestock products temporarily banned from being imported due to the incidence of diseases other than those mentioned above.</p> <p><a href="http://www.maff.go.jp/aqs/topix/teishijoho.html">http://www.maff.go.jp/aqs/topix/teishijoho.html</a></p>
<b>Major Items Subject to Animal Quarantine Regulations</b>	<p>(1) These include the following animals and the carcasses of these animals:</p> <ul style="list-style-type: none"> <li>✓ Even-toed ungulates and horses</li> <li>✓ Chickens, quails, pheasants, ostriches, guinea fowls, turkeys, ducks, geese, and other birds of Anseriformes species</li> <li>✓ Dogs</li> <li>✓ Rabbits</li> <li>✓ Bees</li> </ul> <p>(2) Eggs of chickens, quails, pheasants, ostriches, guinea fowls, turkeys, ducks, geese, and other birds of Anseriformes species</p> <p>(3) Bones, flesh, fat, blood, skin, fur, feathers, horns, hooves, tendons, and internal organs of the animals listed in (1)</p> <p>(4) Raw milk and milk (i.e., milk, skim milk, cream, butter, cheese, condensed milk, milk powder, and other items made mainly from milk) from the animals listed in (1) (excluding personal effects and unaccompanied baggage)</p> <p>(5) Sperm, fertilized eggs, unfertilized eggs, feces and urine from the animals listed in (1)</p> <p>(6) Bone meal, meat meal, meat-and-bone meal, blood meal, hide powder, feather powder, hoof and horn powder, and organ powder made from the animals listed</p>

	<p>in (1)</p> <p>(7) Sausage, ham, and bacon made from the items listed in (3)</p> <p>(8) Cats, foxes, raccoons, and skunks</p>
<b>Contact</b>	<p>Animal Quarantine Station Website (in English)</p> <p><a href="http://www.maff.go.jp/aqs/english/index.html">http://www.maff.go.jp/aqs/english/index.html</a></p>

<b>Foods and Other</b>	
<b>Overview</b>	<p>Food products imported for sale or marketing must be notified to the authorities in accordance with the Food Sanitation Act to ensure food safety. Without notification, these products can be neither sold nor marketed.</p> <p>* In the case of meat or dairy products, please also check the table “Animals, Meat Products, Dairy Products and Others”.</p>
<b>Items Exempt from Notification</b>	<p>Food products that are evidently not for sale or marketing in Japan</p> <p>Examples:</p> <p>Food for personal consumption</p> <p>Food weighing 10 kg or less</p> <p>Food products for exhibition</p> <p>Free groceries provided for athletes participating in the Competitions without cost</p>
<b>Items to Notify</b>	<p>Other than those listed above;</p> <p>Food products</p> <p>Food additives</p> <p>Equipment</p> <p>Containers and packaging</p> <p>Toys for infants</p>
<b>Notes</b>	<p>Food products subject to quarantine regulations must be quarantined to be allowed into Japan.</p> <p>e.g., Meat products, raw meat, fruits and vegetables</p>
<b>Contact</b>	<p>MHLW Quarantine Station Website (in English)</p> <p><a href="http://www.mhlw.go.jp/english/topics/importedfoods/index.html">http://www.mhlw.go.jp/english/topics/importedfoods/index.html</a></p>

<b>Animals (other than the animals subject to quarantine regulations)</b>	
<b>Overview</b>	Animals are not allowed to bring into Japan. This is to prevent infectious diseases that are traced to animals from spreading through the human population. However, the animals covered by the Notification System for the Importation of Animals may be brought in by submitting a certificate of health issued by the exporting country's government to the quarantine station and by completing the notification procedure.
<b>Animals Designated as Prohibited Imports</b>	Ferret badgers, bats, monkeys, raccoon dogs, masked palm civets, prairie dogs, and natal multimammate mice, which may pass infectious diseases to people with high probability, are designated as prohibited imports.
<b>Animals Covered by the Notification System for the Importation of Animals</b>	<p>The Notification System applies to the animals listed below. (The System does not apply to animals that have been quarantined upon arrival at the Animal Quarantine Station.)</p> <ol style="list-style-type: none"> <li>1. Live animals <ol style="list-style-type: none"> <li>(1) Rodents</li> <li>(2) Pikas (Lagomorphs)</li> <li>(3) Other terrestrial mammals</li> <li>(4) Birds</li> </ol> </li> <li>2. Carcasses <ol style="list-style-type: none"> <li>(1) Rodents</li> <li>(2) Pikas (Lagomorphs)</li> <li>(3) Rodents preserved in a formaldehyde or ethanol solution in airtight containers</li> <li>(4) Pikas (Lagomorphs) preserved in a formaldehyde or ethanol solution in airtight containers</li> </ol> </li> </ol>
<b>Notes</b>	These animals may be imported if the requirements for notification are met, including the attachment of a certificate of health. However, the exporting country's government may not issue the certificate if the animal is a rodent (e.g., a hamster or squirrel) that the passenger owns as a companion animal.
<b>Contact</b>	MHLW Quarantine Station Website (in English) <a href="https://www.mhlw.go.jp/english/topics/importanimal/index.html">https://www.mhlw.go.jp/english/topics/importanimal/index.html</a>

## 9.2 Pharmaceuticals, Quasi-drugs, Medical Devices

- Medical products and devices for personal use

An individual may bring in medical products and/or devices in general by having the item checked by customs without prior arrangements only if the quantity of the item indicates it is for the individual's personal use (i.e., not for sale, loan, or provision). (See Attachment 1)

If the quantity of these products is more than that required for the individual's personal use, or if the item falls into a category that requires approval from the MHLW regardless of quantity, the passenger must obtain a

pharmaceutical inspector's certificate in advance.

Stimulant drugs, materials for stimulant drugs, cannabis, and other items regulated as prohibited imports by Japanese law are not allowed into Japan. (See Attachment 2)

\* An individual may obtain permission to bring narcotics for medical purposes and/or psychotropic drugs into the country as personal effects. (See Attachment 3)

- Medical products and devices for use by a team

Medical products and devices in general that are for use by a team may be brought into Japan with prior approval from the Regional Bureau of Health and Welfare. To obtain the approval, the team's doctor or the doctor in Japan who is to receive the items directly from the team must submit the specified documentation to the Tokyo 2020. The medical products and devices brought into Japan by this means may be used only by the athletes in the team and other team members. Sharing them with other teams is not allowed.

Stimulant drugs, materials for stimulant drugs, cannabis, and other items regulated as prohibited imports by Japanese law are not allowed into Japan. (See Attachment 2)

- Where to contact for information about the import of pharmaceuticals and the like;

If you have any questions about how to bring in the medical products and devices stated above, please refer to the attachment and directly contact the relevant Regional Bureaus of Health and Welfare that are listed below.

(1) Medical products and devices

- Please visit the website below for detailed information about how to bring in medical products and devices.

(<http://www.mhlw.go.jp/english/policy/health-medical/pharmaceuticals/01.html>)

- Please contact the one of the following regional offices to make inquiries and/or requests (e.g., for a pharmaceutical inspector's certificate):

Kanto-Shinetsu Regional Bureau of Health and Welfare if you are arriving at New Chitose Airport, Narita International Airport, or Tokyo International Airport;

Tel: +81-48-740-0800 Fax: +81-48-601-1336 E-mail: [yakkan@mhlw.go.jp](mailto:yakkan@mhlw.go.jp)

Kinki Regional Bureau of Health and Welfare if you are arriving at Chubu Centrair International Airport or Kansai International Airport;

Tel: +81-6-6942-4096 Fax: +81-6-6942-2472 E-mail: [kiyakuji@mhlw.go.jp](mailto:kiyakuji@mhlw.go.jp)

Okinawa Narcotics Control Office, Kyushu Regional Bureau of Health and Welfare if you are arriving at Naha Airport

Tel: +81-98-853-7100 Fax: +81-98-834-8978 E-mail: [okinawa-yakuji@mhlw.go.jp](mailto:okinawa-yakuji@mhlw.go.jp)

(2) Drugs designated as regulated imports

- Please visit the websites below for detailed information about drugs designated as prohibited imports (e.g., cannabis, stimulant drugs, materials for stimulant drugs).

<http://www.ncd.mhlw.go.jp/shinsei5.html> (Japanese)

<http://www.ncd.mhlw.go.jp/en/application.html> (English)



**Quantities of Medications Brought by an Individual that Require Only Customs Check without a Pharmaceutical Inspector's Certificate**

**Quantities that are Evidently for the Passenger's Personal Use**

<b>(1) Pharmaceuticals and Quasi-drugs</b>		
<b>Category</b>	<b>Maximum Quantity</b>	<b>Example</b>
Topical medications (excluding poisonous drugs, powerful drugs, prescription drugs, buccals, troches, and suppositories)	Up to 24 units per item of a standard size	Dermatologic agents Eye drops
Poisonous drugs, powerful drugs, prescription drugs, and prescription <i>in vitro</i> diagnostics	One-month supply or less considering the dosage and administration	
Pharmaceuticals, quasi-drugs, and <i>in vitro</i> diagnostics other than those listed above	Two-month supply or less considering the dosage and administration	Ovulation test kits

<b>(2) Cosmetics</b>		
<b>Category</b>	<b>Maximum Quantity</b>	<b>Example</b>
Cosmetics	Up to 24 units per item of a standard size	Please see the list of cosmetics in the next section
	Up to 120 units per item of a small quantity (products up to 60 g or 60 ml) Foundations, face powders, lipsticks, cosmetics for eyebrows, eyelids, cheeks, nails, and perfumes are excluded.	

<b>(3) Medical Devices</b>		
<b>Category</b>	<b>Maximum Quantity</b>	<b>Example</b>
Home medical equipment	1 unit	Electric massagers
Disposable medical supplies	Up to two months' supply	Tampons, disposable contact lenses

<b>(4) Injections</b>		
<b>Category</b>	<b>Maximum Quantity</b>	<b>Example</b>
Pharmaceuticals permitted for self-injection (e.g., insulin) and syringes used to administer these pharmaceuticals.	A month's supply or less of a pharmaceutical considering the dosage and administration and a syringe used to administer the pharmaceutical.	—

<p>* A pharmaceutical inspector's certificate is required to bring in quantities that exceed those stated above for private import.</p> <p>* An individual is not allowed to bring in any of the pharmaceuticals and quasi-drugs listed as "Drugs that Require Approval from the Ministry of Health, Labor and Welfare" (<a href="http://www.mhlw.go.jp/topics/0104/dl/tp0401-1a.pdf">http://www.mhlw.go.jp/topics/0104/dl/tp0401-1a.pdf</a>) regardless of quantity without presenting a prescription.</p>		

(Attachment 2)

## Drugs Designated as Restricted Imports

Drugs Designated as Prohibited Imports	
Stimulant drugs and materials for stimulant drugs	Stimulant drugs (methamphetamine, amphetamine) Materials for stimulant drugs (e.g., ephedrine with a concentration that exceeds a certain level)
Cannabis	Hemp ( <i>Cannabis sativa</i> L.), resin of the hemp plant, marijuana products, cannabis-infused foods, among others
Scheduled drugs	Isobutyl nitrite (commonly called "Rush"), 5-MeO-MIPT, salvinorin A, among others
Others	Crude drugs derived from the animal sources specified by the Convention on International Trade in Endangered Species of Wild Fauna and Flora (the "Washington Convention") and products that contain any of these sources. e.g., rhinoceros horns, musk (secretions from the musk deer), tiger bones, the bear's gallbladder, and any items that contain these animal sources

## Bringing in Narcotics and/or Psychotropics for Medical Purposes as Personal Effects

### 1. Narcotics for Medical Purposes

To bring narcotics for medical purposes (e.g., morphine, fentanyl) as personal effects into Japan to treat his/her illness, an individual must obtain permission from the Regional Bureau of Health and Welfare responsible for the place of disembarkation in addition to a pharmaceutical inspector's certificate, regardless of quantity.

### 2. Psychotropics for Medical Purposes

Permission from the Regional Bureau of Health and Welfare is not required to bring in psychotropics for medical purposes. However, if the dose of the psychotropic that an individual plans to bring into Japan as part of personal effects exceeds the specified dose (see the tables below), or if an individual plans to bring in any amount of injection as part of personal effects, either a copy of the prescription or a doctor's certificate that shows the individual's name and address as well as the name and quantity of the psychotropic, must be presented to Customs.

Please note that, since a psychotropic is a prescription drug, a pharmaceutical inspector's certificate is required to bring it into Japan if the quantity is more than a month's supply, even when the dose is less than the specified one. The same applies to the case in which the dose exceeds the specified one and the quantity is more than a month's supply. (A "dose" refers to the total milligrams, and a "quantity" to the supply needed for a certain number of days.)

(Type 1 Psychotropics)

Generic Name of Ingredient	Dose
Zipeprol	9g
Secobarbital	6g
Fenetylline	3g
Phenmetrazine	2.25g
Mecloqualone	9g
Methylphenidate	2.16g
Modafinil	6g

(Type 2 Psychotropics)

Generic Name of Ingredient	Dose
Amobarbital	9g
Cathine	1.5g
Glutethimide	15g
Cyclobarbital	6.75g
Butalbital	4.5g
Buprenorphine	80mg
Flunitrazepam	60mg
Pentazocine	18g
Pentobarbital	4.5g

## (Type 3 Psychotropics)

Generic Name of Ingredient	Dose
Aminorex	300mg
Alprazolam	72mg
Allobarbitol	3g
Amfepramone	2.25g
Ethchlorvynol	22.5g
Estazolam	120mg
Etizolam	90mg
Ethinamate	30g
Etilamfetamine	1.8g
Oxazepam	2.7g
Oxazolam	1.8g
Camazepam	1.8g
Quazepam	900mg
Cloxazolam	360mg
Clotiazepam	900mg
Clonazepam	180mg
Clobazam	2.4g
Clorazepate	900mg
Chlordiazepoxide	1.8g
Ketazolam	1.8g
Diazepam	1.2g
Secbutabarbitol	3.6g

Generic Name of Ingredient	Dose
Zopiclone	300mg
Zolpidem	300mg
Tetrazepam	12g
Temazepam	900mg
Delorazepam	180mg
Triazolam	15mg
Nitrazepam	450mg
Nimetazepam	150mg
Nordazepam	450mg
Halazepam	4.8g
Barbital	18g
Haloxazolam	300mg
Pinazepam	600mg
Vinylbital	4.5g
Pipradrol	180mg
Pyrovalerone	2.4g
Phenazepam	300mg
Phenobarbital	6g
Fencamfamine	1.8g
Phendimetrazine	3.15g
Phentermine	1.125g
Fenproporex	360mg

**(Type 3 Psychotropics)**

<b>Generic Name of Ingredient</b>	<b>Dose</b>
Butobarbital	6g
Prazepam	600mg
Fludiazepam	22.5mg
Flurazepam	900mg
Brotizolam	15mg
Propylhexedrine	2.25g
Bromazepam	450mg
Pemoline	6g
Benzfetamine	1.5g
Mazindol	90mg
Midazolam	450mg
Mesocarb	900mg
Medazepam	900mg
Methypylon	12g
Methylphenobarbital	12g
Mefenorex	1.41g
Meprobamate	18g
Lefetamine	3g
Ethyl loflazepate	60mg
Loprazolam	60mg
Lorazepam	90mg
Lormetazepam	60mg

### 9.3 Cosmetics

An individual may bring in cosmetics by having the item checked by customs without prior arrangements having been made only if the quantity of the item indicates that it is for the individual's personal use (i.e., not for sale, loan, or provision).

If the quantity is more than that for the individual's personal use, the passenger must obtain a pharmaceutical inspector's certificate in advance.

You may bring in cosmetics for personal use that meet the following quantity requirements without obtaining a pharmaceutical inspector's certificate.

- Standard-size products (except for ones for business use in drums, etc.)
- 24 units or fewer per item

#### Items Categorized as Cosmetics (Examples of Items)

<b>Hair care products</b>	Hair oil, hair dye, pomade, setting lotion, hair styling products, hair cream, hair tonic, hair liquid, hair spray
<b>Products for washing and conditioning hair</b>	Dry shampoos, shampoos, conditioners, hair treatments
<b>Skin lotions</b>	Aftershave lotions, skin lotions in general, cologne, shaving lotions, hand lotions, suntan lotions, sunscreen lotions
<b>Creams</b>	Aftershave creams, cleansing creams, cold creams, shaving creams, milky lotions, vanishing creams, hand creams, sun creams, sunblock creams
<b>Facial masks</b>	Cosmetics for facial masks
<b>Foundations</b>	Cream foundations, liquid foundations, solid foundations
<b>Face powders</b>	Cream-based face powders, solid face powders, face powders, talcum powder, face powder paste, baby powders, body powders, liquid face-whitening makeup
<b>Lipsticks</b>	Lipsticks, lip balms
<b>Cosmetics for eyebrows/eyelids/cheeks</b>	Eye creams, eyeshadow, eyeliner, cheek rouge, mascaras, eyebrow pencils
<b>Cosmetics for nails</b>	Nail enamel, nail enamel removers
<b>Perfumes</b>	Perfumes in general, solid perfumes, perfume powders
<b>Bath items</b>	Bath oils, bath salts
<b>Cosmetic oils</b>	Cosmetic oils, baby oil
<b>Face washes</b>	Cleansing creams, powder cleansers, foam cleansers
<b>Soap</b>	Toilet soap
<b>Toothpaste</b>	Toothpaste, tooth powder

If the quantity of any of these items exceeds the quantity specified above, you will need to do one of the following:

- (1) Obtain a pharmaceutical inspector's certificate.

- (2) Bring in the specified quantity, and send the rest back home or discard it.
- (3) Send it all back home or discard it all.

You are not allowed to sell or transfer cosmetics brought into Japan for personal use. Please discard or re-export the items after the Competitions.

## 9.4 Alcoholic Beverages and Cigarettes

### 9.4.1 Alcoholic Beverages

Certain procedures, including notification to the relevant authorities, are required by law to bring in alcoholic beverages.

#### 1. For Sale

The Notification Form for Importation of Foods, etc. must be completed and submitted to the quarantine station in charge of the place of import.

Furthermore, a license must be obtained to sell imported alcoholic beverages. Please contact the advisor in charge of alcoholic beverages at the nearest tax office regarding how to apply for a license to sell alcohol if necessary.

\* Duty exemption does not apply to alcoholic beverages imported for sale.

#### 2. For personal consumption

The procedures that include notification to the authorities are not required to bring in alcoholic beverages that weigh 10 kg or less for personal consumption.

Up to three bottles of alcoholic beverages (about 760 ml each) brought in as personal effects or unaccompanied baggage are exempt from duty, consumption tax, and liquor tax.

### 9.4.2 Cigarettes

One must be registered as a specified dealer in accordance with related acts and ordinances to bring cigars and/or cigarettes into Japan for sale.

(The registration is not required if an individual brings in cigars and/or cigarettes for personal use.)

Duty exemption applies to alcoholic beverages and cigars/cigarettes if they are brought in as personal effects and/or unaccompanied baggage for the passenger's personal use and if the quantity (the total of those as personal effects and unaccompanied baggage) does not exceed the specified one.

(Please refer to "5.4 Unconditional Duty Exemption".)

## 9.5 Cash and Traveler's Checks

If you have cash, checks, notes, or securities worth more than 1 million JPY (or 100,000 JPY if the destination is North Korea) on you to bring into or out of Japan, you will need to declare it to customs when you enter or leave Japan.

<b>Make a Declaration If:</b>	<p>(1) The total amount of any of the following to bring in is worth more than 1 million JPY (or 100,000 JPY if the destination is North Korea).</p> <ul style="list-style-type: none"><li>- Cash (in Japanese yen and/or foreign currency)</li><li>- Check(s) (including traveler's check[s])</li><li>- Promissory note(s)</li><li>- Securities (e.g., stocks, government bonds)</li></ul> <p>(2) The weight of the gold bullion (at least 90% pure) to bring in exceeds 1 kg.</p> <p>* If the total on you of gold bullion (regardless of purity and weight) and other items to bring into Japan exceeds the upper limit to which duty exemption applies, you will have to note it in the Customs Declaration form (consumption tax will be levied).</p> <p>Please inquire of customs officers about details.</p>
<b>How to Make a Declaration</b>	<p>Please complete and submit the form for Declaration of Carrying of Means of Payment, etc. to the customs.</p> <p>(The form is available at customs in ports and airports across Japan.)</p>

## 10. Export Clearance

### 10.1 General Procedures for Export Clearance

For Event Associates to export goods, they must make an export declaration to customs so that the goods go through a required inspection to receive permission for export. In general, customs brokers are entrusted to handle the export declaration procedure on behalf of exporters.

If the export of goods that you plan to bring out of Japan requires permission or approval in accordance with Other Laws, you must present to customs the proof that the export has the permission or approval when you make an export declaration or when a review or inspection pertaining to the declaration is conducted. Otherwise, bringing the goods out of the country will not be allowed.

### 10.2 Re-exportation of Imported Goods Exempt from Tax

If Event Associates re-export goods for which they have obtained duty exemption on the re-exportation when they brought them into Japan, they must prove that the goods brought in and those to re-export are the same. If the imported goods exempt from duty fail to be re-exported within the specified period, if they are used for any purposes other than the declared ones, or if they fail to be exported because they have been given to someone else, consumed, or lost, the duty from which they have been exempt must be paid immediately.

\* The documentation required for import clearance (e.g., an import permit, details of tax reduction/exemption) is required to declare re-exportation to customs. If the documentation contains any errors, a duty and/or other fees may be charged. Hence, it is advisable to entrust the import and re-exportation declarations to



the same customs broker.

When the goods imported using the ATA Carnet are re-exported, customs make sure that the condition of the goods on the Carnet is unchanged from the time they were brought in.

A duty and/or other fees must be paid if any portion of the goods temporarily imported using the ATA Carnet fails to be re-exported within one year from the date of import because it has been stolen, lost, transferred, or for any other reason, or if it cannot be confirmed that the goods are unchanged from the time of import.

### 10.3 Prohibited Exports

The export of the goods listed below is banned by Japan's customs-related laws.

Prohibited Exports Pursuant to Customs-related Laws	
※	Narcotics, psychotropics, cannabis, opium, opium poppies, stimulant drugs (including materials)
※	Child pornography
※	Articles that infringe patents, utility model rights, design rights, trademark rights, copyright, neighboring rights, or breeders' rights
※	Articles bearing indications of goods or business that create confusion with another person's goods or business, articles using indications of goods or businesses identical or similar to another person's famous indication, or goods or business as one's own, articles that imitate the configuration of another person's goods, devices designed to circumvent technological restriction measures.

## 10.4 Restricted Export goods

The restricted export goods must be permitted or approved in accordance with Other Laws. After the permission or approval, you must present to the customs that the goods has been permitted or approved at the time of reviewing or inspection of the export declaration you have made. Otherwise, taking the goods out of the country will not be allowed.

If you export or try to export these goods without required permission or approval, a penalty will be imposed according to the related laws.

The table below shows the items that require permission or approval to be taken out of the country, and the government offices in charge of the export of the items.

Items Requiring Permission/Approval Pursuant to Other Laws	Relevant Ministry and Agency
Freight that may be diverted for to the development of arms and/or weapons of mass destruction (e.g., starting pistols, broadcasting equipment)	Security Export Licensing Division, Ministry of Economy, Trade and Industry
Narcotics; items protected by the Washington Convention	Trade Licensing Division, Ministry of Economy, Trade and Industry
Important cultural assets; art treasures; natural treasures	Cultural Affairs Department, Agency for Cultural Affairs
Birds and animals; processed goods made from birds or animals; bird eggs	Wildlife Division, Ministry of the Environment, etc.
Narcotics, psychotropics, hemp, stimulant drugs (including materials), opium, opium poppies	Ministry of Health, Labour and Welfare
Dogs, cats, raccoons, foxes, and skunks	Food Safety and Consumer Affairs Bureau, Ministry of Agriculture, Forestry, and Fisheries
Horses, chickens, ducks	
Meat products, dairy products (excluding personal effects), eggs, etc.	
Flowering plants; ferns; plants classified as bryophytes; insects; ticks and mites	
Used automobiles	Ministry of Land, Infrastructure, Transport, and Tourism

## Import

## Application Form (ORDER FORM) for Sailing

Authorization number

Shipper's information	Organization name :				
	Address :				
	Representative :				
	Telephone Number :				
Contact information	Contact Person :				
	E-Mail :				
	Telephone Number :				
Consignee's information (Japanese residents only)	Company name :	If you have no importer residing in Japan, you need to hire an [Attorney for the customs procedures] who will handle the import procedures on your behalf.			
	Address :	JAPAN			
	Telephone Number :				
Forwarder information	Company name :				
	Contact Person :				
	E-Mail :				
	Telephone Number :				
Cutoms broker	Yamato Global Logistics Japan Co., Ltd.				
Attorney for the customs procedures	Yamato Global Logistics Japan Co., Ltd.				
Place of arrival	Please input : >				
Port of loading					
Customs form	<input checked="" type="radio"/> General cargo <input type="radio"/> ATA-carnet				
Estimated date of arrival					
Arrival date at Enoshima of team members					
Requests when to deliver containers to Enoshima					
Container information	TOTAL	SOC (Shipper's Own Container)			COC (Carrier's Own Container)
	0 container	Normal	Workshop w. electricity	Workshop w/o electricity	
	20ft				
	40ft / 40ft(HC)				
Cargo information	Package	piece			
	Weight	kg			
	Volume	m3			
Item	List on cargo list				

Please input areas.

EN/A

Please select areas.

I. Complete all required items on this form

II. Fill out the [Cargo List]

III. Send this form to us.

Send to :

[sailing.yamato@y-logi.com](mailto:sailing.yamato@y-logi.com)

Yamato Global Logistics Japan Co.,Ltd.

Olympic Paralympic Support Team

✕ This form is designated for only official customs broker

[illegible]

## Cloven-hoofed animals other than pigs and wild boars

Update: Jun. 27, 2018

1. Cloven-hoofed animals other than pigs and wild boars (Targeted diseases: **Rinderpest, Foot and Mouth Disease**)

Areas (Countries/Areas)		Live animals	Semen, Embryos	Ham, Sausage and Bacon	Meat and Viscera
Import - prohibition Area	1) Areas at <b>VERY LOW RISK</b> from which the targeted diseases are highly unlikely to be introduced into Japan through the import of live animals and their products, under comprehensive consideration of the outbreak situation and control/preventive measures, etc. of the targeted diseases  <Europe> Iceland, Ireland, Italy, United Kingdom (Great Britain and Northern Ireland only), Austria, The Netherlands, Croatia, San Marino, Switzerland, Sweden, Spain, Slovenia, Czech Republic, Denmark, Germany, Norway, Hungary, Finland, France, Belgium, Poland, Portugal, Lithuania, Liechtenstein <The Americas> USA (Mainland, Hawaii and Guam only), Canada, Argentina (Province of Santa Cruz, Chubut, Tierra Del Fuego, Neuquen, Buenos Aires (District of Patagones only) and Rio Negro only), El Salvador, Guatemala, Costa Rica, Chile, The Dominican Republic, Nicaragua, Panama, Brazil (State of Santa Catalina only), Belize, Honduras, Mexico <Oceania> Australia, Northern Mariana Islands, New Caledonia, New Zealand, Vanuatu (43 regions)	<div> <b>Import Allowed</b>  The inspection certificate issued by the exporting country must be accompanied </div>			
	2) Areas at <b>LOW RISK</b> from which the targeted diseases are unlikely to be introduced into Japan through the import of live animals and their products, under comprehensive consideration of the outbreak situation and control/preventive measures, etc. of the targeted diseases  <Asia> Singapore <Europe> Bosnia Herzegovina, Romania (3 regions)	Import Prohibited *1	Import Prohibited *1 or *2	Import Prohibited *2	
	3) Areas at <b>UNDENIABLE RISK</b> from which the targeted diseases could be introduced into Japan through the import of live animals and their products  (Areas other than 1) and 2)	Import Prohibited	Import Prohibited*3		

\*1 a) Animals raised in the farms designated by the exporting country

b) Semen and Embryos derived from animals raised in the farms designated by the exporting country, and collected and processed at the facilities designated by the exporting country

c) Ham, Sausage and Bacon derived from animals which had been raised in the farms designated by the exporting country, and processed at the facilities designated by the exporting country

can be imported (The inspection certificate issued by the exporting country must be accompanied)

\*2 Products that had been heat-processed in accordance with the criteria specified by the Minister of MAFF at the facilities designated by the Minister of MAFF or the exporting country can be imported (The inspection certificate issued by the exporting country must be accompanied)

\*3 Products that had been heat-processed in accordance with the criteria specified by the Minister of MAFF at the facilities designated by the Minister of MAFF can be imported (The inspection certificate issued by the exporting country must be accompanied)

## Pigs and wild boars

Update: Jul. 19, 2018

### 2. Pigs and Wild boars

(Targeted diseases: **Rinderpest, Foot and Mouth Disease, Classical Swine Fever, African Swine Fever**)

Areas (Countries/Areas)		Live animals	Semen, Embryos	Ham, Sausage and Bacon	Meat and Viscera
<p>1) Areas at <b>VERY LOW RISK</b> from which the targeted diseases are highly unlikely to be introduced into Japan through the import of live animals and their products, under comprehensive consideration of the outbreak situation and control/preventive measures, etc. of the targeted diseases</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p>&lt;Europe&gt; Iceland, Ireland, Italy (excluding Sardinia island), United Kingdom (Great Britain and Northern Ireland only), Austria, The Netherlands, San Marino, Switzerland, Sweden, Spain, Slovenia, Czech Republic, Denmark, Germany, Norway, Hungary, Finland, France, Belgium, Poland, Portugal, &lt;The Americas&gt; USA (Mainland, Hawaii and Guam only), Canada, Costa Rica, Chile, Panama, Brazil (State of Santa Catalina only), Mexico &lt;Oceania&gt; Australia, Northern Mariana Islands, New Caledonia, New Zealand, Vanuatu</p> </div> <p style="text-align: right;">(33 regions)</p>		<div style="border: 1px solid black; padding: 10px; text-align: center;"> <p><b>Import Allowed</b> The inspection certificate issued by the exporting country must be accompanied</p> </div>			
<p><b>Import - prohibition Area</b></p>	<p>2) Areas at <b>UNDENIABLE RISK</b> from which the targeted diseases could be introduced into Japan through the import of live animals and their products</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p>Areas other than 1)</p> </div>				
		<p><b>Import Prohibited</b></p>	<p><b>Import Prohibited*</b></p>		

\* Products that had been heat-processed in accordance with the criteria specified by the Minister of MAFF at the facilities designated by the Minister of MAFF can be imported (The inspection certificate issued by the exporting country must be accompanied)

### 3. Poultry

(Targeted disease: **Highly Pathogenic Avian Influenza**)

Areas (Countries/Areas)		Live animals	Semen, Embryos	Ham, Sausage and Bacon	Meat and Viscera	Egg
<p>1) Areas at <b>VERY LOW RISK</b> from which the targeted disease is highly unlikely to be introduced into Japan through the import of live animals and their products, under comprehensive consideration of the outbreak situation and control/preventive measures, etc. of the targeted disease</p> <p>                     &lt;Asia&gt;                      Singapore, Thailand, Philippine, Malaysia,                      &lt;Middle East&gt;                      Turkey                      &lt;Europe&gt;                      United Kingdom (Great Britain and Northern Ireland only), Austria, The Netherlands, Sweden, Spain, Denmark, Germany, Hungary, Finland, France, Bulgaria, Belgium, Poland, Portugal, Latvia, Lithuania                      &lt;The Americas&gt;                      USA (Mainland, Hawaii and Guam only), Canada, Argentina, Costa Rica, Columbia, Chile, Brazil, Peru                      &lt;Oceania&gt;                      Australia, New Caledonia, New Zealand,                 </p> <p>(32 regions)</p>		<p><b>Import Allowed</b> The inspection certificate issued by the exporting country must be accompanied</p>				
Import - prohibition Area	<p>2) Areas at <b>UNDENIABLE RISK</b> from which the targeted disease could be introduced into Japan through the import of live animals and their products</p> <p>( Areas other than 1)</p>	<b>Import Prohibited</b>		<b>Import Prohibited *</b>		

\* Products that had been heat-processed in accordance with the criteria specified by the Minister of MAFF at the facilities designated by the Minister of MAFF can be imported (The inspection certificate issued by the exporting country must be accompanied)

## Straw from grain and Forage for feed

Update: Jun. 27, 2018

### 4. Straw from grain and Forage for feed (Targeted disease: **Foot and Mouth Disease**)

Areas (Countries/Areas)		Straw from grain and Forage for feed
<p>1) Areas at <b>VERY LOW RISK</b> from which the targeted disease is highly unlikely to be introduced into Japan through the import of live animals and their products, under comprehensive consideration of the outbreak situation and control/preventive measures, etc. of the targeted disease</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>&lt;Europe&gt; Iceland, Ireland, Italy, United Kingdom (Great Britain and Northern Ireland only), Austria, The Netherlands, Croatia, San Marino, Switzerland, Sweden, Spain, Slovenia, Czech Republic, Denmark, Germany, Norway, Hungary, Finland, France, Belgium, Poland, Portugal, Lithuania, Liechtenstein</p> <p>&lt;The Americas&gt; USA (Mainland, Hawaii and Guam only), Canada, Argentina (Province of Santa Cruz, Chubut, Tierra Del Fuego, Neuquen, Buenos Aires (District of Patagones only) and Rio Negro only), El Salvador, Guatemala, Costa Rica, Chile, The Dominican Republic, Nicaragua, Panama, Brazil (State of Santa Catalina only), Belize, Honduras, Mexico</p> <p>&lt;Oceania&gt; Australia, Northern Mariana Islands, New Caledonia, New Zealand, Vanuatu (43 regions)</p> </div>		Animal Quarantine is Not Required
Import - prohibition Area	<p>2) Areas at <b>UNDENIABLE RISK</b> from which the targeted disease could be introduced into Japan through the import of live animals and their products</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p style="text-align: center;">Areas other than 1)</p> </div>	<b>Import Prohibited*</b>

\* Products that had been heat-processed in accordance with the criteria specified by the Minister of MAFF at the facilities designated by the Minister of MAFF can be imported (The inspection certificate issued by the exporting country must be accompanied)

Please check the Animal Quarantine Station website for the latest information, as import prohibited areas will be changed depending on the occurrence of malignant livestock epidemic.

[http://www.maff.go.jp/aqs/english/news/im\\_prohibit.html](http://www.maff.go.jp/aqs/english/news/im_prohibit.html)