



### IMPORTANT INFORMATION FOR HOUSEHOLD MOVES TO MEXICO

- You will need an FM3 visa, an FM2 Visa or documents proving that you are a returning Mexican citizen.
  - An FM3 visa is a legal permit issued by Mexican Consulates to live and/or work in Mexico. You will have to go personally to the nearest Mexican Consulate to request this document with the required information. It is the most frequently issued visa to work or retire in Mexico.
  - An FM2 visa leads to permanent residency status and citizenship in Mexico. It is not available from a Mexican Consulate in the U.S. You can get an FM2 at your local Immigration office in Mexico (INM Institución Nacional de Migración).

Mexican consular websites tell you what Consulate corresponds to what part of the world.

- You must do your household move within six months of receiving your FM2 or FM3 visa and you can only do this type of import one time
- You will need to process a “menaje de casa” (household move) with the Mexican Consulate. It is the paperwork that allows holders of FM2 and FM3 visas to move their used household belongings to Mexico without paying any import duties. It is the inventory list of items that you will take to Mexico, stamped and approved by the nearest Mexican Consulate.
- Your inventory list must be very accurate, typed and in Spanish (we can assist you with the translation). Once it is done, you will have to take it to the Mexican Consulate to have it stamped and approved. It will become your “menaje de casa” and must be 100% accurate.
  - You do not need to declare the value of your merchandise in your inventory list.
  - Everything must be listed and numbered with a precise description of all the items and then packed into boxes. All the boxes must be numbered and inventoried. Do not use the word Miscellaneous. The following descriptions are acceptable: women’s clothing, pots and pans, bed linens, etc.
  - Furniture items must be listed separately (tables, large rugs, chairs, sofas...). You do not need to be overly descriptive but do not use too vague descriptions either. Ex: Dining table, TV Furniture, King size bed... are acceptable descriptions.
  - The inventory list must show your old and new address.
  - Electronic devices and appliances must be listed FIRST on the inventory list, followed by your personal effects, then furniture and large loose items.
  - ALL electronic devices and appliances must be listed and declared with their full description, make, model and serial number. All electronics must be placed together in the same boxes. This includes power tools, phones, clocks, radios and even battery powered toys.



- You can import one used bicycle per member of the family.
- Note that the word “used belongings” means at least six months old.
- You CANNOT include any new item in your “menaje de casa”. If new items are found in your “menaje de casa” they may be confiscated and the owner may not get his belongings back until a substantial fine is paid. New items can be imported but might pay duties and must be declared separately.
- You CANNOT include any plants, fruits, vegetables, food items, alcohol, cleaning supplies and chemicals, medicines, drugs, firearms or ammunitions in your “menaje de casa”. They are strictly prohibited.
- Valuable paintings and artwork have to be declared separately.
- You will need four copies (plus the original) of the inventory list of every box and furnishing you are shipping plus the master inventory.
- We will need the following letters (we will provide you the templates):
  - Declaration giving us power of attorney.
  - Declaration of value to put on your shipment.
  - Declaration that all the belongings to be shipped are used, for personal use, and do not contain any illegal merchandise.
  - Letter of guarantee that the goods will be shipped out of the country when the stipulated term is over.
- We do not handle uninsured shipments. We can provide insurance or you can use your own insurance. However we must be shown proof of coverage before we can proceed with the shipment.
- Note that should Mexican Customs discover any irregularities, the entire shipment may be impounded and substantial fines might be assessed.