

How to get the custom clearance (tullfri import)

1) As soon as you have decided about the order you fill the special form to the custom. This form is available at the custom WEB site.

It is called "[Tullfri import för undervisningsmateriel, vetenskapligt och kulturellt materiel samt vetenskapliga instrument och apparater,....](#)". If this link does not work, you can find there form here:

<http://www.tullverket.se/se/Foretag/blanketter/>

Place your working phone number and email address, you will probably contacted by the custom people.

2) The most important thing is 8 digit **KN number**. One can find those numbers at the website too, however it is not easy if you do not know exactly where to go. Please use the following link:

https://tid.tullverket.se/taric/TAG_Search.aspx

You type there a keyword (e.g. laser) and click search. By doing this you enter into the database. Try to think of a simple keyword, scientific words are not recommended. Search a few different categories since there are many different categories that are describing very similar products. It is not easy to find the correct KN numbers....

3) As soon as the form is ready you send it by post to Tullverket, see the address at their webpage or at the form.

The decision takes about **2 weeks!** If the number you put in is correct, you will get the decision by regular mail; if not, the custom people will contact you.

It looks that all our requests end up in hands of Anita Arleteg,

Email: anita.arleteg@tullverket.se

Phone: 08-4565504

Fax: 08-456902

4) As soon as you get the positive decision, you have to tell to the company from which you buy that they may send the package. You need to ask them what delivery company is used (DHL, FedEx etc.) and the **tracking number** of the package.

Having the **tracking number** in your hands you have to **fax immediately** the decision from the custom, the tracking number, and a head letter with your address, phone, email and expecting arrival date to the Swedish office of the delivery company.

e.g. fax for FedEx is 08 59 11 286

So, the fax should appear before the package.

If things don't work out, Ivan and Niklas might help you with questions.

That is all. Good luck!