



Export Customs Guide MEXICO

Information from FIDI Latin America

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GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
Mexican citizens	<ul style="list-style-type: none"> ▪ Clear copy of passport ▪ Copy of the CURP (Unique Code for Personal Registration) ▪ Copy of the inventory of goods made by the packing crew ▪ Letters for Mexican Customs (They will vary depending on the POD) ▪ Mexicans and Permanent residents must have their RFC (Registro Federal de contribuyentes) active until the export customs clearance process is finished. 		<ul style="list-style-type: none"> ▪ Always check with your local agent: <ul style="list-style-type: none"> ▪ Authorization letter to the Customs Broker ▪ Value form for customs ▪ Prohibited items ▪ Customs form for new articles
Temporary or permanent resident	<ul style="list-style-type: none"> ▪ Clear copy of Passport ▪ Clear copy of the Temporary Resident or Permanent Card (Both sides) ▪ Letters for Mexican Customs (They will vary depending on the POD) ▪ Mexicans and Permanent residents must have their RFC (Registro Federal de contribuyentes) active until the export customs clearance process is finished. 		<ul style="list-style-type: none"> ▪ Always check with your local agent: <ul style="list-style-type: none"> ▪ Authorization letter to the Customs Broker ▪ Value form for customs ▪ Prohibited items ▪ Customs form for new articles
Foreigners with Diplomatic status	<ul style="list-style-type: none"> ▪ The export permit, “the Diplomatic Franchise” has to be obtained by the corresponding Embassy in Mexico City or International Organization, from SRE / Ministry of Foreign Affairs. ▪ Inventory list in Spanish made by the packing crew. 		

GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
	<ul style="list-style-type: none"> ▪ Copy of diplomatic passport. ▪ Copy of the diplomatic carnet. ▪ Origin and destination addresses. ▪ Customs broker will require some other documents depending on Port Of Departure (POD) such as: <ul style="list-style-type: none"> ▪ the Authorization Letter to Customs Broker (kind of like a Power of attorney). 		
<p>Mexicans returning with Diplomatic status</p>	<ul style="list-style-type: none"> ▪ The export permit “Diplomatic Franchise” has to be obtained by the corresponding International organization, from SRE / External Affairs authorities. ▪ Copy of the inventory list in Spanish. ▪ Photocopy of diplomatic passport. ▪ Copy of the CURP (Unique Code for Personal Registration). ▪ Origin and destination addresses. ▪ Customs broker will require some other documents depending on Port Of Departure and those will be: <ul style="list-style-type: none"> ▪ Declaration Form for New Items (as those used, for less than 6 months MUST pay duties, and this can only be Via Laredo, other ports of entry will not allow your local agent to pay duties). ▪ Authorization Letter to Customs Broker (kind of like a Power of attorney). 		<ul style="list-style-type: none"> ▪ Always check with Agent in Mexico on required documents depending on Port of Departure, this way you can have the proper formats for each case.



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