

EURO-USA France Export

If you are leaving the French territory, you will be asked to provide the following documentation.

- **1. Change-of-residence certificate**

This can be provided by your local town hall. However, if you are moving for professional reasons, a letter from your company's human-resources department, stating why and when you are leaving France, will suffice.

- **2. Valued inventory**

- **3. Photocopy of your passport**

Veillez nous fournir les documents suivants requis par les douanes Françaises:

- **1. Changement de résidence / Attestation de votre employeur**

Une attestation établie par la mairie de votre ville/quartier de changement de résidence. Ou une attestation établie par votre employeur.

- **2. Inventaire chiffré en français et en Euros**

- **3. Photocopie de votre passeport**

Enclosed you will find a set of customs documents forms for you to complete e-mail or fax to our office prior to your departure along with a copy of your passport and the necessary documents for customs.

Should you have any queries or concerns regarding the forms please feel free to contact our office for further advice or clarification.

Export Contacts:

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EUROUSA FRANCE

5-7 Rue de l'Alma, 92600, Asnières sur seine, France.

Email : paris@eurosafrance.com Website: www.eurosafrance.com

Office: +33 (0) 0141117582 Fax: +33 (0) 177754586

International Moving & Transport

Inventaire pour la Douane Française
Inventory for French Customs

Nom / Name :

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En provenance / Origin :

Type d'expédition : Aérien Mer Route
 Shipment type : Air Sea Road

Les valeurs doivent être en EUROS
Values must be in EUROS

Quantité/ Quantity	Descriptif / Description	Valeur / Value €
	Canapé / Sofa	
	Fauteuil / Armchair	
	Table basse / Coffee table	
	Meuble de salon / Living room furniture	
	Vaisselle / Kitchen ware	
	Verres / Glass ware	
	Porcelaine / China ware	
	Meuble de cuisine / Kitchen furniture	
	Buffet / Sideboard	
	Table / Table	
	Chaise / Chair	
	Meuble de salle a manger / Dining room furniture	
	Lit à deux personnes / Double bed	
	Lit / Single bed	
	Table de nuit / Bedside table	
	Berceau / Crib	
	Table à langer / Baby changing table	
	Parc d'enfants / Play pen	
	Commode / Dresser	
	Armoire / Wardrobe	
	Meuble de chambre / Bedroom furniture	
	Tapis / Rug	
	Tableau / Picture	
	Lampe / Lamp	
	Téléviseur / Television	
	Etagère / Shelf unit	
	Chaise / Chair	
	Bureau / Desk	
	Chaîne hi-fi / Stereo hi-fi	
	Disques laser / Compact Disks	



SHIPPER'S INFORMATION FORM

**Please complete this form with the information that you have available at this time.*

**Merci de remplir ce formulaire avec vos coordonnées disponible actuellement.*

Shipper's name/nom: _____

Origin address/l'adresse de départ: _____

Code: _____

Floor/Etage: _____

Notes: _____

Phone: _____ **/Work :** _____ **Cel :** _____

Destination address/l'adresse de livraison: _____

Code: _____

Floor/Etage: _____

Notes: _____

Phone: _____ **/Work :** _____ **Cel :** _____

Temporary address (If necessary)/l'adresse temporaire (si nécessaire):

Temporary phone:

Phone:

Mobile:

Fax:

E-mail:

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IMPORTANT ACCESS INFORMATION

In order for us to establish your requirements we would ask that you kindly complete the following questionnaire, and return this to our office with any other documents that we have requested.

Pick up address:

Your Name:
Telephone:
Mobile:
Email:

Your file ref:

Residence Details:

We need to establish if our vehicle can park directly outside your home, that there are **no restrictions**.

Access to Residence:

On occasion we cannot gain access to the residence due to low bridges, narrow roads, steep hills or slopes. We therefore need to utilize a shuttle vehicle (a smaller vehicle that can access your property easier than a large articulated vehicle) . When this occurs we do charge a fee, dependant upon circumstances and location. *If you feel that this may apply for your delivery **YOU MUST** contact a coordinator to discuss further.*

My residence is:

Please tick as applicable House Town House (3 floors) Bungalow Appartment

My residence is on the floor, you can access this via the elevator which has a weight limit of kgs

with maximum people allowance of we have None / One elevator in the building.

The facilities manager / gardien at the building is called Telephone

Please state the length of walk from the vehicle **IF IT EXCEEDS 60ft / 20yds.**

Is there anything in your shipment that is particularly heavy that we may NOT be aware of? E.g. any items that you know or believe may require more than two porters to lift, or any goods that will require specialist lifting equipment at destination?

Please note we include rates for second floor only, we reserve the right to charge for any deliveries in full or part to residence above the second floor. We exclude accessing residences via windows, spiral stair cases or external stairways that do not meet adequate safety standards.

Is there any further information that we should be aware of?

CHECKLIST

Completed + signed all customs documents	<input type="checkbox"/>	My residence details completed	<input type="checkbox"/>
Acceptance form returned	<input type="checkbox"/>	Additional information details completed	<input type="checkbox"/>
These delivery details completed	<input type="checkbox"/>	export and import customs forms completed	<input type="checkbox"/>
Access to residence details completed	<input type="checkbox"/>	insurance amount given and forms completed	<input type="checkbox"/>

I confirm that the above information is true and correct to the best of my knowledge. I fully understand that I may be liable to additional costs should the details provided prove to be wrong or misleading on the day of my move.

Deliveries carried out as per Terms & Conditions available upon request

Signed: _____

Date: _____