

**INFORMATION SHEET**

for Consolidated Shipments of "Balikbayan Boxes"

*To be filled out by the consolidator*

MBL/MAWB Number: \_\_\_\_\_

Tracking Number: \_\_\_\_\_

**INSTRUCTIONS FOR FILLING OUT:**

All information must be completely filled out to avoid any unnecessary delay in the processing and release of shipments. Only fields with asterisk (\*) are required to be filled out for De Minimis Value shipments.

PLEASE TYPE OR PRINT LEGIBLY IN CAPITAL LETTERS.

Please accomplish One (1) Information Sheet per box in three (3) copies to be distributed as follows: 1st copy attached to the box; 2nd copy for the Consolidator; and 3rd copy to be kept by the Sender.

**NOTICES:**

1. The Sender who will avail of the tax and duty-free privilege of balikbayan boxes under Section 800 (g) of the Customs Modernization and Tariff Act (CMTA) must be a Qualified Filipino while Abroad<sup>1</sup> and must be at least 18 yrs. old.

2. For the availment<sup>2</sup> of the privilege under Section 800 (g) of the (CMTA), the boxes must contain household effects<sup>3</sup> and personal effects<sup>4</sup> which are for personal use and consumption ONLY and should not be in commercial quantities<sup>5</sup> nor intended for barter, sale or for hire.

3. The ultimate recipient of the balikbayan box must be a family member<sup>6</sup> or a relative of the sender.

4. The privilege of sending tax and duty-free balikbayan boxes can be availed of up to three (3) times and should not exceed the total value of One Hundred Fifty Thousand pesos (Php 150,000.00) in a calendar year. Anything in excess of the allowable quantity, amount or prescribed frequency shall be subject to corresponding duties and taxes. You can send more than one box in one shipment as long as the total value does not exceed Php 150,000.00 in one calendar year.

5. Balikbayan boxes in excess of the maximum size of 0.20 cbm shall not be qualified for expedited clearance.

6. Importations of up to 2 litres of wine and liquor, 2 reams of cigarettes and 50 sticks of cigars shall be subject to payment of excise tax only. Any excess in quantity shall be subject to the corresponding duty, VAT and excise tax.

7. If the sender will avail of the De Minimis exemption, there must be only one consignee or recipient. An invoice or equivalent document is required for immediate release of shipments by juridical entities.

8. Balikbayan boxes within the De Minimis Value shall not be counted as an availment under the Balikbayan box privilege.

**NATURE OF AVAILMENT**

Balikbayan Box privilege     1<sup>st</sup> Time     2<sup>nd</sup> Time     3<sup>rd</sup> Time  
 De Minimis Value  
 None

**TYPE OF SENDER**

OFW<sup>16</sup>     Resident Filipino<sup>14</sup>     Non-Resident Filipino<sup>15</sup>

**A. NATURE OF AVAILMENT**

Business Name \* (Only for Juridical entities)

Family Name *	Given Name *	Middle Name *	Suffix *
Contact Number/s*:	Email Address, If any*:		
Philippine Passport Number:	Date Issued (mm/dd/yyyy):		
Expiry Date (mm/dd/yyyy)	Place Issued:		
Complete Current Address Abroad*:	Complete Address in the Philippines*:		
Total Value of all Contents of each Balikbayan Box for this shipment (in Philippine Peso)*:			

**WARNING:** Offenses that may result to the forfeiture of the goods, including imposition of penalties and criminal prosecution of the offender:

1. Sending of PROHIBITED<sup>8</sup> or RESTRICTED<sup>9</sup> GOODS;
2. Sending of REGULATED<sup>10</sup> GOODS in excess of the available limits without the necessary import permit;
3. Making of any false or misleading statements to a Customs Officer.

