

SHIPMENT INSTRUCTIONS

Delivery address:

Yacht Name or Individual Name
C/o Complete Marine Freight SL
Muelle Viejo S/N, Edificio Nave STP, Local 11a -12a,
Palma de Mallorca,
07012 Spain

Tel: +34 971 432 600

Contact: Eduardo Burgos

Email: info@completemarinefreight.com

Required paperwork on shipment to be received as a pre alert

Please scan all paperwork and send to tina@completemarinefreight.com

Please send the following:

Shipping Invoice showing value of the goods
Airway bill or Courier Consignment Note
Any Import licenses or other relevant accompanying paperwork

GOODS ARRIVING FROM THE EU

Goods arriving from the EU do not require customs clearance and will be delivered directly to the boat once received in our offices.

GOODS ARRIVING FROM OUTSIDE OF THE EU

Please note that there are different clearance requirements for different registrations:

EU Registered boats and Non EU registered boats with EU Resident Owners are liable to pay full import duties and taxes on all items arriving into Spain:

Paperwork requirements:

- Commercial invoice showing CIF value (Cost Insurance & Freight)
- Copy of way bill
- Packing List
- Power of attorney signed by the captain of the yacht. (Different documents must be signed for different locations, we provide you with a template once we know destination)
- Boat Registration
- Copy of the captain's passport

*Please note that boats registered in the Chanel Islands are liable for Duty but not VAT.

*Isle of Man registered boats are liable to pay for Duty and VAT, just like British companies.

Non EU Registered Boats with Non European Resident Owners

Paperwork requirements:

- Commercial Invoice showing CIF value (Cost Insurance & Freight)
 - Copy of airway bill
 - Packing List
 - Power of attorney (please request this from our office) signed by the captain of the yacht.
(Different documents must be signed for different locations)
 - Boat Registration
 - Company Incorporation if owned by a company/ if an individual the owner's passport
- Please note that only goods deemed to be for the proper functioning of the boat are allowed to be imported as spares in transit and not be liable to pay Duties & VAT.

Shipments will be delivered by a Complete Marine Freight representative accompanied by a Guardia Civil (customs official), the transit paperwork will need to be stamped using a Boat stamp and signed by the Captain. The goods can then be used.

Please note that the goods cannot be opened until the Customs Official has stamped the transit paperwork.

IF YOU URGENTLY REQUIRE GOODS PLEASE NOTE THAT IT MAY BE BETTER TO PAY VAT ESPECIALLY ON LOW VALUE ITEMS