



SAUDI ARABIA **IMPORT GUIDE**

USED PERSONAL EFFECTS & HOUSEHOLD GOODS

I> Shipment Handling & Delivery Process

1

Inquiry Acknowledgement & Pre-Move Survey :

Upon receipt of an inquiry, a Four Winds Saudi Arabia Limited (FWSAL) representative will acknowledge it within two (2) hours and register the request in the FWSAL ERP system. The representative will then coordinate with the appointed origin partner to contact the client and arrange a Pre-Move Survey (PMS). Upon completion of the survey and receipt of the PMS report from the origin agent, a detailed quotation will be prepared and submitted to the client for review and approval.

Clients are requested to provide:

- *Survey date and time*
- *Contact details*
- *Preferred Mode of shipment*
- *Origin address/contact number at the origin*
- *Destination address*
- *Move date*

2

Packing, Collection & Documentation :

Following the client's approval of the quotation, the FWSAL representative will coordinate with the origin agent to schedule packing and collection at the client's residence. Upon completion of packing, the shipment will be transferred to the origin agent's warehouse for consolidation and export preparation. During this stage, FWSAL will work closely with the client to ensure that all required export and Saudi import documentation is complete and compliant, and will provide formal authorization to proceed with shipment dispatch.

3

Arrival & Customs Clearance in Riyadh:

Upon arrival of the shipment in Riyadh, customs clearance procedures will commence. The standard clearance timelines are approximately 8-10 working days for sea shipments and 2-3 working days for air and land shipments, subject to customs inspections and regulatory requirements.

4

Warehouse Receipt & Final Delivery

Once customs clearance is completed and the shipment is received at the FWSAL warehouse in Riyadh, the client will be contacted to schedule final delivery. Delivery will be arranged at the client's convenience, ensuring careful handling and professional execution through to completion.



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II> Documents Required for Import Customs Clearance:

A. SEA IMPORT:

- 1.E-authorization to our broker via (<https://oga.fasah.sa/en/login/1.0/>)
- 2.Copy of Iqama (KSA residence permit)
- 3.Copy of Passport
- 4.National Address registered in Saudi Post (SPL)

B. AIR IMPORT:

- 1.E-authorization to our broker via (<https://oga.fasah.sa/en/login/1.0/>)
- 2.Copy of Iqama (KSA residence permit)
- 3.Copy of Passport

C. LAND IMPORT:

- 1.E-authorization to our broker via (<https://oga.fasah.sa/en/login/1.0/>) – for FTL (Full Truck Load) only
- 2.Copy of Iqama (KSA residence permit)
- 3.Copy of Passport

III> Restricted Items:

- All games of chance (gambling paraphernalia), including dice, backgammon, and the like.
- Animal skin in commercial quantities.
- Weapons and firearms (real or ornamental, and/or antiques), including guns, ammunition, fireworks, spears, etc.
- Military uniforms or military equipment of any kind.
- Alcoholic beverages, any food products containing alcohol, such as Vanilla, flavoring extract, cooking wines, etc.
- Books, wine-making kits, or any other items used in the preparation or manufacture of alcoholic drinks and beverages.
- Any kind of narcotics and/or unidentified medicines.
- Any type of radio transmitter or communications equipment (including receivers, VHF, Marine, police bands, or walkie-talkies).
- Stuffed Animals, statues, figurines, carvings, or objects depicting human or animal form.
- Pornographic materials and literature, including fashion magazines with people wearing underwear or swimsuits.
- Any foodstuffs containing alcohol, pork, and related pork meat products, etc.
- Items containing lithium batteries should have pre-approval from the customs authority /ground handling company

IMPORTANT NOTE

The purpose of this document is to guide shippers and agents with relevant information that may be required while importing used personal effects and household goods to Saudi Arabia. However, Saudi customs regulations are modified at regular intervals, and such regulations are even implemented without any prior notice. Any costs, damages, delays, or any other detrimental facts or events resulting from non-compliance are solely for the account of the shipper and/or origin agent. To avoid such situations, and to get the latest updates, we recommend contacting Four Winds' respective offices in Saudi Arabia before shipping.

For more information: ruh@fourwinds-ksa.com

Page 2 Of 2