



Hong Kong Export Clearance Guidelines

General Export Clearance Information

Clearance Process

Working with Customs officials throughout the world, FedEx has developed innovative technology to eliminate many paperwork-handling steps and expedite the movement of international shipments. This is the FedEx Expressclear electronic Customs clearance system. Starting at the origin, state-of-the-art technology allows the processing of shipment paperwork and electronic transmission of documents to the designated FedEx hub and destination clearance location. The Expressclear system also keeps a database of regulatory information which includes importers' numbers, broker designation, corporate contact names and telephone numbers. At a FedEx hub, international shipments are sorted, scanned and loaded onto an international flight. Vital shipment information is keyed into a worldwide manifest database that is linked to computer systems operated by brokers and Customs officials in many countries. Even before the plane has taken off, or while it is in the air, Customs agents and brokers at the destination airport of entry can begin examining shipping manifests, querying airway bill data if they need more details, assessing duties and taxes and selecting which shipments they wish to examine. By the time the plane arrives at its destination, many packages have already been cleared by Customs. As the plane is unloaded, the Expressclear system identifies packages to be examined and prints "cleared" Customs labels for all others. Cleared shipments can be transferred to trucks for immediate delivery. International shipments are scanned at all key points throughout the process and this allows for up-to-date status reports including when Customs clearance is obtained.

Document Requirements

Airway Bill or Bill of Lading

Airway Bill is required for export of any kinds of shipments. Whenever other documents such as a commercial invoice are included, it is important that the name and address of the foreign importer or exporter and the name

and address of the Hong Kong party are consistent on all shipping and license documents. Moreover, specific and detailed description of articles on all shipping documents is required to facilitate customs clearance. The description should state what the goods are, what they're made of and what they're used for.

Commercial Invoice

It is necessary that all non-document shipments shipped via FedEx have a commercial invoice prepared and included with the shipment when exporting to Hong Kong. Moreover, specific and detailed description of articles on all shipping documents is required to facilitate customs clearance. The description should state what the goods are, what they're made of and what they're used for.

Export Declaration

An export declaration must be lodged with the Census and Statistics Department for all shipments after the export of the goods but within 14 calendar days of exportation. It is not required for sample shipments valued below HKD1,000, or personal gift shipments. Declaration charges are assessed at the rate of HKD 0.2 for the



first HKD46,000 of value plus HKD 0.125 for each additional HKD1,000 or part thereof and rounded up to the nearest 10 cents. The declaration must be submitted through EDI via Brio, Tradelink or Global e-Trading to the Census and Statistics Department.

Export License

The same commodities which require an import license are also subject to export licensing (see import license). The exporter must submit a license application prior to exportation. Some types of export licenses include:

- Export License Form 6 – applicable for pharmaceutical products and medicines, Chinese medicines, hazardous chemicals, powdered formula, rice, optical disc mastering and replication equipment
- Export License (Strategic Commodities)
- Kimberley Process Certificate (Export)
- Export Permit – applicable for radio transmitting apparatus
- License to Export/ Re-export – applicable for manufactured products made from endangered species

Export Clearance Process

(For Hong Kong residents and businesses exporting goods to other countries)

Export shipments usually require an export declaration except for certain exempted articles like sample shipments valued under HKD 1,000. Depending upon the commodity, an export license may be required from the government agency which regulates that commodity. For commodities subject to licensing controls, the exporter must be a licensed exporter and is responsible for obtaining the required export licenses and permits from the appropriate department(s).

Export licenses are specific and are issued by the relevant government departments. Application is made by the exporter at the appropriate government department prior to tendering the shipment to the carrier (carriers, forwarders, and agents may not apply for an export license on behalf of the exporter). Goods subject to excise charges also require an export permit. The exporter is also responsible for providing Harmonized Schedule statistical data to the Census & Statistics Department within 14 calendar days of shipments departure. Prior to departure, the carrier will tender the necessary export licenses, permits or other paperwork to the Trade and Industry Department and the other government departments (some export licenses remain attached to the shipment for use by the destination government's customs clearance process).

For details, please refer to the website of C&ED:

https://www.customs.gov.hk/en/trade_facilitation/prohibited_articles/exports/index.html

Hong Kong Export Prohibitions

Certain items are generally prohibited from export from Hong Kong. Please visit the following FedEx website and select "Hong Kong, SAR China" at "Country-specific prohibited Items" for more details.

<https://www.fedex.com/en-hk/shipping/international-prohibited-items.html>



General Export Restrictions

Certain items are not acceptable for carriage to any international destinations unless otherwise indicated. (Additional restrictions may apply depending on destination. Various regulatory clearances in addition to customs clearance may be required for certain commodities, thereby extending the transit time.) Please visit the following FedEx website for our Standard of Carriage - section "Prohibited Items" for more details.

<https://www.fedex.com/en-hk/conditions-of-carriage.html>

Notwithstanding any other provision of the FedEx Service Guide, we are not liable for delay of, loss of damage to a shipment of any prohibited item. The shipper agrees to indemnify FedEx for any and all costs, fees and expenses FedEx incurs as a result of the shipper's violation of any local, state or federal laws or regulations or from tendering any prohibited item for shipment.

Hong Kong Restrictions

Specific export permits are for commodities subject to export controls. The Trade and Industry Department is the government office for dual use exports (commercial items that may have military applications). Other departments and agencies have regulatory jurisdiction and issue licenses for controlled substances and precursor chemicals, for endangered fish and wildlife species, for defense services and articles, for arms and munitions, for nuclear material, equipment and technology, for fuels, for drugs and medical devices. License requirements are dependent upon an item's technical characteristics, the destination, the end-use, end-user and other activities of the end-user. Specific questions pertaining to commodity licensing requirements should be directed to the lead agency. Agency information, telephone number and basic commodities that might require export permits could be identified by accessing the department and agency web sites listed in the profile.

Regulatory Contact Information

Branch or Agency Name

[Trade and Industry Department](#)

Trade and Industry Tower,
3 Concorde Road,
Kowloon City, Hong Kong
24 Hours General Enquiry Hotline: 2392 2922

[Customs & Excise Department](#)

3/F Customs Headquarters Building
222 Java Road, North Point
Hong Kong
License and Permit Division
Tel:
3759 2500 (permits)
3759 2398 (licenses)

Intellectual Property Investigation Bureau

Areas of Responsibility

- Import and Export Licensing control (Rice, Strategic Commodities Powdered Formula and Rough Diamonds)
- Import and Export Clearance and Dutiable Commodity (tobacco, liquor with an alcoholic strength of more than 30%, methyl alcohol, hydrocarbon oils) Control of Optical Disc Mastering & Replication Equipment and Controlled Chemicals.



Intellectual Property Intelligence and
Licensing Division
Tel: 2851 1625

Customs Drug Investigation Bureau
Controlled Chemicals Group
Tel: 2541 4383

[Agriculture, Fisheries & Conservation
Department](#)

5/F, Cheung Sha Wan Government Offices
303 Cheung Sha Wan Road, Kowloon, Hong
Kong
Tel: 1823

- Import and Export control of
Animals, Animal Products, Plants and
Soil including licensing under CITES
provisions

[Department of Health](#)

Drug Office
Suite 2002-05, 20/F
AIA Kowloon Tower, Landmark East
100 How Ming Street, Kwun Tong
Kowloon
Tel: 3974 4180

- Import and Export of Pharmaceutical
Products and Medicines, Dangerous
Drugs, Chinese Medicines

Chinese Medicine Regulatory Office
16/F, AIA Kowloon Tower,
Landmark East, 100 How Ming Street,
Kwun Tong, Kowloon
Tel: 3904 9230

[Environmental Protection Department](#)

Territorial Control Office (Hazardous
Chemicals Control)
28/F Southorn Centre,
130 Hennessy Road, Wan Chai, Hong Kong
Tel: 2755 5462

- Import and Export of Hazardous
Chemicals

[Office of the Communications Authority](#)

25/F & 29/F Wu Chung House,
213 Queen's Road East,
Wanchai, Hong Kong
Tel: 2961 6333

- Import and Export of Radio
Transmitting Apparatus

[Census & Statistics Department](#)

Wanchai Tower,
12 Harbour Road
Wanchai, Hong Kong

- Control of Trade Data for statistical
purpose



Trade Declaration Enquiry Hotline: 2877
1818

[Civil Engineering & Development
Department](#)

5/F, Civil Engineering and Development
Building, 101 Princess Margaret Road,
Homantin, Kowloon, Hong Kong
Tel: 2762 5593

- Import and Export of Sand