



WORLD ATHLETICS  
CHAMPIONSHIPS  
**BUDAPEST 23**

# CUSTOMS & FREIGHT MANUAL





## Contents

1.	Introduction.....	4
2.	General Key Information.....	4
3.	Import / Export Procedures for Official Partners, Official Technical Suppliers, Official Broadcasters and Host Broadcaster.....	6
4.	Insurance and Deliveries.....	18
5.	Import / Export Procedures for Broadcasting Right Holders, Non-Right Holders, Press and Agencies.....	19
6.	Goods that require Special Approvals / Permissions.....	27



## Document Control

Version	Date (dd/mm/yyyy)	Author	Reviewed by
1.0	12 months before event	LOC staff name	World Athletics staff name
Final	8 months before event	Anita Ladvenicza, Tamás Toldi	

### Goals Version 1:

- Appointed LOC contact for customs
- Forwarding Company appointed
- Consignee information
- Basic information on the processes and costs (customs clearance, insurance)

### Goals Final Version:

- Full import and export procedures
- Timelines
- Insurance Info
- Special approvals / permissions

## Glossary of Terms

Description	
ATA Carnet	"Passport for goods". International customs document that permits the tax-free and duty-free temporary export and import of non-perishable goods.
AWB	Airway Bill: An airway bill (AWB) is a document that accompanies goods shipped by an international air courier to provide detailed information about the shipment and allow it to be tracked.
HS Code	Harmonised system code: internationally standardized system of names and numbers to classify traded products.
PoE	Port of Entry. Main Airport / seaport
SWB	Seaway Bill: A transport document for maritime shipment which serves as evidence of the contract of carriage and as a receipt for the goods but is not a document of title. The sea waybill indicates the on board loading of the goods and can be used in cases where no ocean bill of lading and no other document of title is required.



## 1. Introduction

The purpose of this Customs & Freight Manual is to provide an overview of the import, export and customs clearance procedures for this WAS Event.

This Manual is mainly intended for the use of:

- World Athletics
- World Athletics Commercial Affiliates (including the Official Technical Suppliers)
- Host Broadcaster and Right Holders
- Press and Agencies
- Other stakeholders shipping equipment to the Host City

The above stakeholders are responsible for arranging their own freight shipments for this WAS Event. If support from the LOC is expected, please read this document carefully.

The information in this document is intended as general guidance only and should not in any way be considered legally binding. For more specific questions and/or concerns, the LOC, the National Customs Authorities, the logistics and customs brokerage service providers or professional consultants and lawyers should be consulted.

## 2. General Key information

Here you will find the key contact information of the main stakeholders related to Customs and Freights.

### a. LOC main Contact person

<b>Name</b>	Anita Ladvenicza (Customs Clearance); Tamás Toldi (Head of Logistics)
<b>Company</b>	Budapest 2023 Nonprofit Zrt. (LOC)
<b>Department</b>	Customs & Logistics
<b>Function</b>	Customs & Logistics coordination
<b>Email</b>	<a href="mailto:freight@wabudapest23.hu">freight@wabudapest23.hu</a> always put in Cc: <a href="mailto:tamas.toldi@wabudapest23.hu">tamas.toldi@wabudapest23.hu</a> - Head of Logistics
<b>Telephone Work</b>	-
<b>Telephone Mobile</b>	+36 70 665-3445 (Anita); +36 20 925-3270 (Tamas)
<b>Address</b>	1117 Budapest, Dombóvári út 27. 2. em.



## b. Official Forwarding company

Official Forwarding Company Contact details	
Name	Attila Gécsek
Company	Geodis Hungary Logistics Kft.
Department	Freight Forwarding Hungary
Function	Freight Forwarding
Email	<a href="mailto:attila.gecsek@geodis.com">attila.gecsek@geodis.com</a>
Telephone Work	-
Telephone Mobile	+36 30 33 55 448
Address	H-1146, Budapest, Hermina út 17/A

## c. Consignee

Consignee details	
Company (e.g. LOC)	IRUB Kft.
Address	1044 Budapest, Váci út. 83.
Contact Name	Attila Hóbor
Contact Email	<a href="mailto:attila.hobor@sport-events.hu">attila.hobor@sport-events.hu</a>
Contact Telephone	+36 30 325-7469

## d. Official Port of Entry

Name of the Port of Entry
Budapest Container Yard Hungary - SEA ( BILK Zrt. Európa u. 6 Budapest, H-1239, Hungary OR Salak u. 1-39., Budapest, H-1211, Hungary)
Budapest Liszt Ferenc International Airport: BUD – AIR
Budaörs warehouse - ROAD (Seregély utca 8, Budaörs, H-2040, Hungary)

The LOC will not cover any customs clearance costs for all the goods freighted to another Port of Entry.



### 3. Import / Export Procedures for Official Partners, Official Technical Suppliers, Official Broadcasters and Host Broadcaster

#### Shipping to Hungary:

All international shipments arriving into Hungary for the Championships should be handled by the Customs and Logistics department of LOC, who involved Geodis Hungary Logistics Kft., who are experienced with sea, air and road logistics. The designated logistics provider can take care of all customs clearance, local handling and delivery of shipments to the final venue.

- The official port of arrival for all air shipments is **Budapest Airport (BUD)**
- The official port of arrival for all sea shipments is the **Budapest Container Yard**

All shipments of official partners, official technical suppliers, official broadcasters and host broadcasters should be sent to the location of the World Athletic Budapest venue or if prestorage is needed, please contact: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu) with [tamas.toldi@wabudapest23.hu](mailto:tamas.toldi@wabudapest23.hu) in Cc.

#### Consignee Instructions

Please note the following consignee instructions for customs and shipping documentation, when using the services of Customs and Logistics Department of LOC.

All subsequent delivery steps from the Budapest Container Yard, or Budapest Airport (BUD) must be coordinated through the Customs and Logistics coordinator of LOC. Please contact: Email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu) with [tamas.toldi@wabudapest23.hu](mailto:tamas.toldi@wabudapest23.hu) in Cc.

#### Instructions for ROAD transportations:

##### - Trucks from European Union:

All trucks can go directly to the venue, where the unloading of the truck will be done. Import customs clearance is not needed in such case.

##### - Trucks from Non-European Union:

All trucks which comes from non-EU, need to stop at first European Union check point to show their documents on the first EU customs authority. This is not the point where import customs procedure will be done, but none of the truckers can skip this customs point, due to it is obligatory to show all documentations at first EU customs authority point. Penalty can occur, if trucker miss this step.



All trucks from non-EU need to multistop at Geodis Hungary Logistics Kft. warehouse (H-2040, Budaörs, Seregély utca 8.) to do import customs clearance procedure. Once customs office workers of Geodis Hungary Logistics Kft. give green light to go to the venue, the truckers can unload the cargo at the designated venue. Original ATA Carnet documents will be collected at Geodis Hungary Logistics Kft. warehouse. Truckers will be able to get back original ATA Carnet at this place.

\*\*\*More informations about the re-export procedure is available on the 'ATA-Carnet RE-EXPORT procedures' part.\*\*\*

All shipments, which need permanent import procedure, and coming from non-EU (e.g. UK) on trucks, have to multistop at first EU point to close UK customs document, and open the EU customs document, which can be validated at Geodis Hungary Logistics Kft. warehouse. Please contact your customs broker about the process, or contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu) with [tamas.toldi@wabudapest23.hu](mailto:tamas.toldi@wabudapest23.hu) in Cc.

**You can get informations about the Hungarian tolls for road transportation on the below links:**

**Motorway vignette** is obligatory in Hungary. [Digital Vignette Online Hungary \(digitale-vignette-online.hu\)](https://www.digital-vignette-online.hu/)

Please be informed about Electronic Toll payment in the following website: [HU-GO Electronic Toll System](https://www.hu-go.hu/)

Entry permit for trucks can be necessary for several points in Budapest (for example Non Stadia venue). You can get more info here: [TOBI \(budapestkozut.hu\)](https://www.tobi.hu/) [TOBI How to - click here.](#)

**Instructions for small shipments:**

Please book these small size cargos with courier companies, who can arrange door delivery as well to the venue ( for example: DHL, DPD, Express One, GLS etc).

Please book these shipments under prepaid.

**Instructions for AIR and SEA shipments:**  
**AIRFREIGHT**

**ATA CARNET CLEARANCE ONLY**

AWB Consignee:

IRUB Kft. C/O Geodis Hungary Logistics Kft.

1044 Budapest, Váci út. 83.

Tel: +36 70/665-3445

Email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)



**AWB Notify Party:**

GEODIS Hungary Logistics Kft.  
Seregély utca 8.  
2040 - Budaörs / Hungary  
Email: [air.import.ff.hu@geodis.com](mailto:air.import.ff.hu@geodis.com)  
Tel: +3618832228

**TEMPORARY IMPORT (COMMERICAL INVOICE ONLY)**

AWB Consignee:  
IRUB Kft. C/O Geodis Hungary Logistics Kft.  
1044 Budapest, Váci út. 83.  
Tel: +36 70/665-3445  
Email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

**AWB Notify Party:**

GEODIS Hungary Logistics Kft.  
Seregély utca 8.  
2040 - Budaörs / Hungary  
Email: [air.import.ff.hu@geodis.com](mailto:air.import.ff.hu@geodis.com)  
Tel: +3618832228

**PERMANENT ENTRY**

AWB Consignee:  
IRUB Kft. C/O Geodis Hungary Logistics Kft.  
1044 Budapest, Váci út. 83.  
Tel: +36 70/665-3445  
Email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

**AWB Notify Party:**

GEODIS Hungary Logistics Kft.  
Seregély utca 8.  
2040 - Budaörs / Hungary  
Email: [air.import.ff.hu@geodis.com](mailto:air.import.ff.hu@geodis.com)  
Tel: +3618832228



**Please note:**

- Send as freight pre-paid
- Official airport of arrival: Budapest (BUD), Hungary
- All the delivered items need to be declared on the invoice and packing list

## SEAFREIGHT

### ATA CARNET CLEARANCE ONLY

**MBL Consignee:**

IRUB Kft. C/O Geodis Hungary Logistics Kft.

1044 Budapest, Váci út. 83.

Tel: +36 70/665-3445

Email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

**MBL Notify Party:**

GEODIS Hungary Logistics Kft.

Seregély utca 8.

2040 - Budaörs / Hungary

Email: [sea.ff.hu@geodis.com](mailto:sea.ff.hu@geodis.com)

Tel: +36 1 883 2227

### TEMPORARY IMPORT (COMMERICAL INVOICE ONLY)

**MBL Consignee:**

IRUB Kft. C/O Geodis Hungary Logistics Kft.

1044 Budapest, Váci út. 83.

Tel: +36 70/665-3445

Email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

**MBL Notify Party:**

GEODIS Hungary Logistics Kft.

Seregély utca 8.

2040 - Budaörs / Hungary

Email: [sea.ff.hu@geodis.com](mailto:sea.ff.hu@geodis.com)

Tel: +36 1 883 2227

### PERMANENT ENTRY

**MBL Consignee:**

IRUB Kft. C/O Geodis Hungary Logistics Kft.

1044 Budapest, Váci út. 83.

Tel: +36 70/665-3445

Email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)



**MBL Notify Party:**

GEODIS Hungary Logistics Kft.

Seregély utca 8.

2040 - Budaörs / Hungary

Email: sea.ff.hu@geodis.com

Tel: +36 1 883 2227

**Please note:**

- Send as freight pre-paid
- Official port of arrival for sea shipments: Budapest (BUD), Hungary
- All the delivered items need to be declared on the invoice and packing list
- pls use telex-released MB/L
- Customs and Logistics Department of LOC prefers to use the following shipping lines: CMA, Hapag, Maersk, Cosco

Please use the following customs office codes. For further information, pls contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

**Budapest Container Yard Hungary; SEA**

*Customs Office code: HU101220 (BILK)*

*Customs Office code: HU101150 (METRANS)*

**Budapest Liszt Ferenc International Airport: BUD – AIR – Customs office code: HU121000**

**Budaörs warehouse – ROAD – Customs Office code: HU811010**

Source: [EU Customs Office list / Hungary - Budapest](#)



## Timeline / deadlines:

Action	Time
Submission of draft documents (shipping invoice/ATA, packing list) for sea shipments	3 weeks before ETD
Submission of draft (shipping invoice/ATA, packing list) documents for air shipments	1 week before ETD
Submission of draft (shipping invoice/ATA, packing list) documents for road shipments	1 week before departure of truck
Arrival deadline of all the shipments at the port of entry	min 1,5 week, prior to deliver to the venue
Re export deadline of temporary equipment to the origin countries	5 - 21 working days after Championships
Clearance time sea shipment	1 week
Clearance time air shipment	1-2 days
Clearance time road shipment	1-2 days

## Shipping And Customs Documentation

The following is a non-exhaustive list of documents that each shipment should be accompanied by. To avoid any unnecessary issues, email a copy of all documentation to the Customs and Logistics Department at [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu) for prior approval and confirmation before any goods are shipped to Hungary to seek advance approval to documentation may result in delays and / or additional charges being incurred, which will be passed back to the shipper.

Example of documents and info to be provided to the LOC:

- Invoices
- Packing List
- Pictures
- HS codes
- Seaway Bill / Airway Bill
- Original Commercial invoice
- Certificate of Origin

Before sending any original documents (e.g. ATA Carnet), pls contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)



### 3.1 Temporary Import Procedure

#### TEMPORARILY IMPORTING GOODS in Hungary

The majority of cargo for World Athletics Championship entering Hungary with goods and sports equipment will be eligible to clear under a temporary import using the 'World Athletics Championships Budapest23' import bond.

#### TEMPORARY IMPORT (TI) OF GOODS

TI is a customs procedure that allows goods to be temporarily imported for a specific use, from outside the European Union without the need to pay customs charges, provided that after use the goods are re-exported.

Goods imported using TI must be re-exported at the point the Championships end in the same condition in which they were imported. If goods entered to TI are not re-exported, customs charges could be due on the goods.

According to European Customs Code (UCC) customs clearance requires the provision of an accurate HS code

In the EU, there is no general "collective" HS code for simple customs clearance of goods arriving at such sports events, so the sender must provide the HS code of all incoming goods.

Link to the EU Customs Tariff database (TARIC):

[https://ec.europa.eu/taxation\\_customs/dds2/taric/taric\\_consultation.jsp?Lang=en](https://ec.europa.eu/taxation_customs/dds2/taric/taric_consultation.jsp?Lang=en)

Example:

HS Code: 950691XXXX - Articles and equipment for general physical exercise, gymnastics or athletics

#### Different types of goods allowed under Temporary Import

The following list provides examples of the types of goods that can be temporarily imported for use at the Championships under TI:

- Any sports equipment necessary for training or competition at the Championships
- Any new or used personal effects
- Any professional equipment, such as broadcasting and press equipment (including Outside Broadcasting vehicles)
- Computer equipment, etc



To reduce the risks of spreading animal and plant diseases or pests, ensure that any equipment is thoroughly cleaned prior to arrival in Hungary. Ensure that there is no soil, seeds or other parts of plants, insects or their eggs attached to the cargo. Container or other equipment used for transport should be cleaned in a similar way.

### Temporary Import Procedures

Goods arriving into Hungary as accompanied baggage, such as personal effects, goods for sports purposes, or indeed any other commodity (other than Prohibited or Restricted goods) do not need a formal customs declaration to claim Temporary Import customs clearance.

Passengers bringing in these goods solely for use at the World Athletics Championships Budapest23 can go through the green channel (at the Airport) on arrival in Hungary.

However, passengers who also have goods, other than personal effects or sporting goods, for example professional equipment or other goods, may need to go through the red channel. For such goods, passengers must complete a customs inventory document or manifest to present to HU customs. A full description of the goods must be shown including serial numbers. This form must be presented to Customs officials at the point of entry into Hungary. The goods may be brought in personally by passengers or brought in by a team representative.

### Value of goods under Temporary Import (TI)

There is no maximum value limit on goods brought in for use at the Championships under the TI arrangements.

If the TI procedure is not applicable or if the Customs Authority does not allow it, duty and VAT payments may arise based on the value of the goods. The duty % is determined based on the HS code based on the EU Customs Tariff Database (TARIC). In Hungary, the VAT rate is 27%

### TREATMENT OF GOODS UNDER TI

Any accredited individual's goods must be re-exported from Hungary or European Union.



Under the TI procedure, if goods become damaged beyond repair while in Hungary they can be destroyed and will not need to be re-exported. Any waste from destruction that has a commercial value will be liable to HU

Customs charges based on the value of the waste. If uncertain, check with HU Customs or email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

If goods cleared by customs in the TI procedure were not shipped out of the EU within the deadline, the goods will be subject to customs and VAT payment obligations.

## IMPORTING GOODS INTO Hungary BY ATA CARNET

The ATA Carnet is an international customs document that can be used in different countries around the world to cover temporary importation of goods without payment of customs charges for up to one year.

Using an ATA Carnet:

- simplifies customs clearance of goods in exporting and importing countries by replacing customs documents that would normally be required
- provides a financial security for customs charges potentially due on the goods that will be used in the countries visited
- helps to overcome language barriers and having to complete unfamiliar customs forms
- ATA Carnet will not cover consumable goods or disposable items

The ATA Carnet must be raised in the country of origin of the goods and prior to departure from the country. It replaces the normal customs documentation required at the time of importation and re-exportation. If the goods will be used for longer than one year, a replacement ATA Carnet will need to be requested from the association that issued the ATA Carnet to cover use of the goods for a further year. The issuing association may make a charge for the issue of an ATA Carnet and will require the holder to provide them with a guarantee or other security to help ensure that the goods are re-exported from the country visited.

### How does an ATA Carnet work?

The ATA Carnet must be presented to customs each time the goods are imported, exported or transported through a country. The ATA Carnet consists of a cover and vouchers for use during entry and exit from each participating country visited. The cover sheet identifies the holder, their address, the intended use of the goods, which countries the ATA Carnet can be used in and how long it is valid.



### ATA Carnet – Hand carry/baggage

If goods on an ATA Carnet are imported to Hungary directly and are included in a passenger's baggage, the ATA Carnet must be presented to HU Customs officials at the red channel upon arrival for stamping.

### ATA Carnet approved Country list

Below is a list of approved countries using ATA Carnet, but please check before cargo departure as countries can change

ATA Countries: <https://iccwbo.org/resources-for-business/ata-carnet/ata-carnet-country/>

Further information about ATA Carnet: <https://iccwbo.org/resources-for-business/ata-carnet/>

## TREATMENT OF GOODS UNDER ATA CARNET

Any accredited individual's goods must be re-exported in the same state they were in when imported.

Under the TI procedure, if goods become damaged beyond repair while in Hungary they can be destroyed and will not need to be re-exported. Any waste from destruction that has a commercial value will be liable to Hungarian Customs charges based on the value of the waste. If uncertain, check with HU Customs or email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

Under the ATA Carnet system, any goods that are not exported after the Championships will be subject to import duties and taxes. The duty % is determined based on the HS code based on the EU Customs Tariff Database (TARIC). In Hungary, the VAT rate is 27%.

### Hand Carry equipment process for customs clearance at the airport

Irrespective of the destination, all passengers and all hand and hold baggage must undergo security screening prior to departure. For your comfort and convenience Budapest Airport complies with all local and international regulations concerning aviation security and safety. You are reminded that prohibited items may be confiscated. Passengers are therefore encouraged not to travel to the airport with any items that fall into this category. For further questions, pls contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

### 3.2 Permanent Import Procedure

This section outlines what will need to be done for those items brought into Hungary for commercial use.



Goods cannot be imported under the TI procedure or ATA Carnet to sell for commercial gain while in Hungary. If an individual intends to bring in such goods, they will be classified as commercial imports and will be subject to customs duties at the time of importation into Hungary. Goods such as merchandise for sale will be subject to applicable duties and taxes.

If commercial goods are included within freight, then a commercial invoice is required as this is the primary document used by Hungarian Customs to determine the value for duty & Tax (generally, the price paid) for imported commercial goods. This document will be required regardless of the value of the goods. The duty % is determined based on the HS code based on the EU Customs Tariff Database (TARIC). In Hungary, the VAT rate is 27%

This will provide the Hungarian Customs with certain mandatory information, including:

- **Value of the goods and currency**
- **Detailed description of the goods**
- **Number of packages and total weight**
- **Country of Origin of the goods (if known)**
- **HS Code**

For Commercial Goods/Permanent Imports, Harmonized System Codes need to be included.

Information regarding HS Codes can be obtained from:

Link to the EU Customs Tariff database (TARIC):

[https://ec.europa.eu/taxation\\_customs/dds2/taric/taric\\_consultation.jsp?Lang=en](https://ec.europa.eu/taxation_customs/dds2/taric/taric_consultation.jsp?Lang=en)

Or email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

Note that invoices should be completed in English. A properly completed Customs Declaration is essential in ensuring the timely release and accurate accounting of equipment and supplies for use in connection with the World Athletics Championships Budapest23

Your appointed International Logistics Partner/Ocean Carrier will also need to be involved in the release of the goods after customs clearance has been made.

For further clarification, email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)



## PACKING AND MARKING INSTRUCTIONS

Each individual package needs to be clearly marked with 'World Athletics Championships Budapest23'. All additional packing and marking instructions will be communicated by Customs and Logistics Department of LOC upon receipt of notification of shipment.

Email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

Depending on the country of origin, wooden packaging / pallets will need to be heat treated through the ISPM 15 programme. [Welcome at ISPM-15.com](http://Welcome.at.ISPM-15.com) | [Meet the perfect Solutions! \(ispm15.com\)](http://Meet.the.perfect.Solutions!.(ispm15.com))

### 3.3 Export Procedure

#### TI - RE-EXPORT PROCEDURES

Goods imported using TI must be re-exported at the point the Championships end, in the same condition in which they were imported. If goods entered to TI are not re-exported, or are not re-exported within the designated period approved by HU Customs, customs charges could be due on the goods.

If TI goods are not re-exported, a customs declaration to pay customs charges on the goods will need to be made.

For physical movement of goods out of Hungary, please arrange via your nominated International Logistics Partner/Ocean Carrier. For further information, pls contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

Re-export needs to be arranged latest 1 week after the Championships end.

For further information, pls contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

#### ATA - RE-EXPORT PROCEDURES

Goods imported using ATA Carnet must be re-exported at the point the Championships end, in the same condition in which they were imported. If ATA Carnet goods entered to ATA Carnet are not re-exported, or are not re-exported within the designated period approved by HU Customs, customs charges could be due on the goods. The duty % is determined based on the HS code based on the EU Customs Tariff Database (TARIC). In Hungary, the VAT rate is 27%

If ATA Carnet goods are not re-exported, a customs declaration to pay customs charges on the goods will need to be made.



Goods imported by ATA Carnet must be discharged by HU Customs authorities at re-export. This is normally done at the Budapest Container Yard port / (BUD) airport of re-export.

If ATA Carnet goods are not re-exported, a fine may additionally be levied by the authorities.

For physical movement of goods out of Hungary, arrange via your nominated International Logistics Partner/Ocean Carrier.

Re-export needs to be arranged latest 1 week after the Championships end.

For further information, pls contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

### Shipping at the point the Championships end:

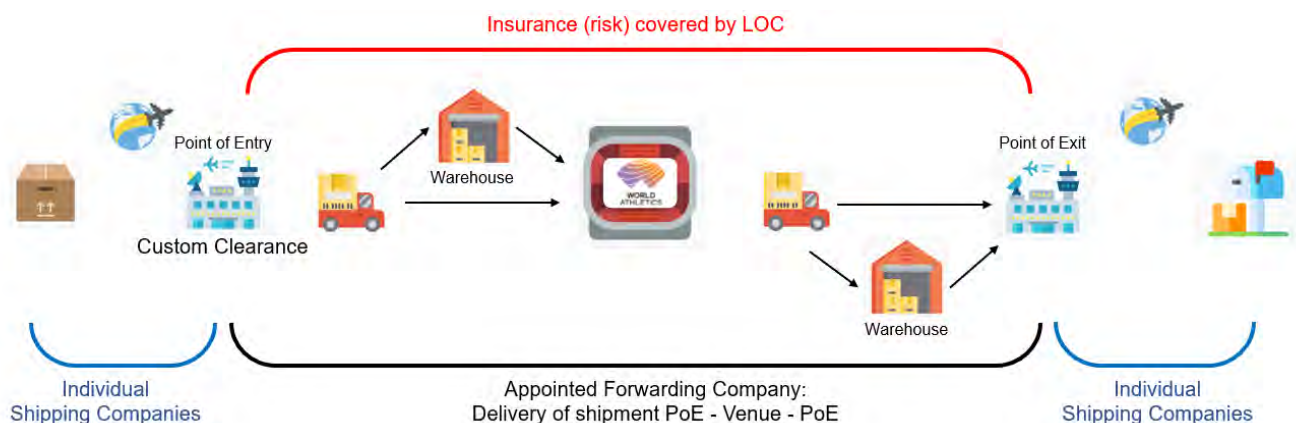
If your nominated trucker pick up the cargo at the venue of the Championship, pls inform the Customs and Logistics Department of LOC, email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu), about the loading plan and plate number.

The designated logistics provider can support to arrange transportation in Budapest city or do container stuffing at its site, H-2040, Budaörs. In case of such need, pls contact: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu).

All shipments which transported on trucks back to non-EU shippers (e.g. to UK), after pick up of the cargo truckers have to multistop at Geodis Hungary Logistics Kft. warehouse (H-2040, Budaörs, Seregély utca 8.) to collect original ATA Carnet document and customs office workers of Geodis do validate of ATA Carnet. Truckers need to stop at last EU point as well to show their documents to the last EU customs authority point.

## 4. Insurance and deliveries

Below information is valid for Official Partners, Official Technical Suppliers, Official Broadcasters and Host Broadcaster





Insurance of LOC is covered for liability and property damage. Storage costs and insurance from the clearance point and back to port of exit are covered by LOC.

Customs and Logistics department of LOC will take care of the deliveries from/to the given port of entry (Budapest Container Yard; Budapest Airport) and to/from the venue. If storage or container unstuffing/stuffing is needed in Hungary, pls contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu).

## 5. Import / Export Procedures for Broadcasting Right Holders, Non-Right Holders, Press and Agencies

### Shipping to Hungary:

- The official port of arrival for all air shipments is **Budapest Airport (BUD)**
- The official port of arrival for all sea shipments is the **Budapest Container Yard**

All shipments for Media, Rights-Holding Broadcasters, Non-Rights Holding Broadcasters should be sent to the location of the World Athletic Budapest venue or if prestorage is needed, please contact: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu).

All charges and duties & taxes need to be prepaid before transportation from point of entry or will be invoiced back to shipper. Please take care to make actions in time to avoid unnecessary charges. For further information, pls contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

If the TI procedure is not applicable or if the Customs Authority does not allow it, duty and VAT payments may arise based on the value of the goods. The duty % is determined based on the HS code based on the EU Customs Tariff Database (TARIC). In Hungary, the VAT rate is 27%

You can get informations about the Hungarian tolls for road transportation on the below links:

Motorway vignette is obligatory in Hungary. [Digitale Vignette Online Hungary \(digitale-vignette-online.hu\)](http://digitale-vignette-online.hu)

Please be informed about Electronic Toll payment in the following website:

[HU-GO Electronic Toll System](#)



Entry permit for trucks can be necessary for several points in Budapest (for example Non Stadia venue). You can get more info here: [TOBI \(budapestkozut.hu\)](https://tobi.budapestkozut.hu)

In case of airfreight or seafreight, please contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu) to collect needful information about shipping instruction on AWB and MBL.

**Please note:**

- Send as freight pre-paid
- Official airport of arrival: Budapest (BUD), Hungary
- Official port of arrival for sea shipments: Budapest (BUD), Hungary
- All the delivered items need to be declared on the invoice and packing list
- pls use telex-released MB/L

Customs and Logistics Department of LOC prefers to use the following shipping lines: CMA, Hapag, MSC, Cosco

**Timeline / deadlines:**

Action	Time
Submission of draft documents (shipping invoice/ATA, packing list) for sea shipments	3 weeks before ETD
Submission of draft (shipping invoice/ATA, packing list) documents for air shipments	1 week before ETD
Submission of draft (shipping invoice/ATA, packing list) documents for road shipments	1 week before departure of truck
Arrival deadline of all the shipments at the port of entry	min 1,5 week, prior to deliver to the venue
Re export deadline of temporary equipment to the origin countries	5 - 21 working days after Championships
Clearance time sea shipment	1 week
Clearance time air shipment	1-2 days
Clearance time road shipment	1-2 days

**Shipping And Customs Documentation**

The following is a non-exhaustive list of documents that each shipment should be accompanied by.





To avoid any unnecessary issues, email a copy of all documentation to the Customs and Logistics Department at [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

Example of documents and info to be provided to the LOC:

- Invoices
- Packing List
- Pictures
- HS codes
- Seaway Bill / Airway Bill
- Original Commercial invoice
- Certificate of Origin

Before sending any original documents (e.g. ATA Carnet), pls contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

## 5.1 Temporary Import Procedure

### TEMPORARILY IMPORTING GOODS in Hungary

The majority of cargo for World Athletics Championship entering Hungary with goods and equipment will be eligible to clear under a temporary import using the 'World Athletics Championships Budapest23' import bond.

### TEMPORARY IMPORT (TI) OF GOODS

TI is a customs procedure that allows goods to be temporarily imported for a specific use, from outside the European Union without the need to pay customs charges, provided that after use the goods are re-exported.

Goods imported using TI must be re-exported at the point the Championships end in the same condition in which they were imported. If goods entered to TI are not re-exported, customs charges could be due on the goods.

According to European Customs Code (UCC) customs clearance requires the provision of an accurate HS code

In the EU, there is no general "collective" HS code for simple customs clearance of goods arriving at such sports events, so the sender must provide the HS code of all incoming goods.

Link to the EU Customs Tariff database (TARIC):

[https://ec.europa.eu/taxation\\_customs/dds2/taric/taric\\_consultation.jsp?Lang=en](https://ec.europa.eu/taxation_customs/dds2/taric/taric_consultation.jsp?Lang=en)



Example:

HS Code: 950691XXXX - [Articles and equipment for general physical exercise, gymnastics or athletics](#)

### Different types of goods allowed under Temporary Import

The following list provides examples of the types of goods that can be temporarily imported for use at the Championships under TI:

- Any sports equipment necessary for training or competition at the Championships
- Any new or used personal effects
  
- **Any professional equipment, such as broadcasting and press equipment (including Outside Broadcasting vehicles)**
- Computer equipment, etc

To reduce the risks of spreading animal and plant diseases or pests, ensure that any equipment is thoroughly cleaned prior to arrival in Hungary. Ensure that there is no soil, seeds or other parts of plants, insects or their eggs attached to the cargo. Container or other equipment used for transport should be cleaned in a similar way.

### Temporary Import Procedures

Goods arriving into Hungary as accompanied baggage, such as personal effects, goods for sports purposes, or indeed any other commodity (other than Prohibited or Restricted goods) do not need a formal customs declaration to claim Temporary Import customs clearance.

Passengers bringing in these goods solely for use at the World Athletics Championships Budapest23 can go through the green channel (at the Airport) on arrival in Hungary.

However, passengers who also have goods, other than personal effects or sporting goods, for example professional equipment or other goods, may need to go through the red channel. For such goods, passengers must complete a customs inventory document or manifest to present to HU customs. A full description of the goods must be shown including serial numbers. This form must be presented to Customs officials at the point of entry into Hungary. The goods may be brought in personally by passengers or brought in by a team representative.



If the TI procedure is not applicable or if the Customs Authority does not allow it, duty and VAT payments may arise based on the value of the goods. The duty % is determined based on the HS code based on the EU Customs Tariff Database (TARIC). In Hungary, the VAT rate is 27%

### Value of goods under Temporary Import (TI)

There is no maximum value limit on goods brought in for use at the Championships under the TI arrangements.

### TREATMENT OF GOODS UNDER TI

Any accredited individual's goods must be re-exported from Hungary or European Union.

Under the TI procedure, if goods become damaged beyond repair while in Hungary they can be destroyed and will not need to be re-exported. Any waste from destruction that has a commercial

value will be liable to HU Customs charges based on the value of the waste. If uncertain, check with HU Customs or email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

### IMPORTING GOODS INTO Hungary BY ATA CARNET

The ATA Carnet is an international customs document that can be used in different countries around the world to cover temporary importation of goods without payment of customs charges for up to one year.

Using an ATA Carnet:

- simplifies customs clearance of goods in exporting and importing countries by replacing customs documents that would normally be required
- provides a financial security for customs charges potentially due on the goods that will be used in the countries visited
- helps to overcome language barriers and having to complete unfamiliar customs forms
- ATA Carnet will not cover consumable goods or disposable items

The ATA Carnet must be raised in the country of origin of the goods and prior to departure from the country. It replaces the normal customs documentation required at the time of importation and re-exportation. If the goods will be used for longer than one year, a replacement ATA Carnet will need to be requested from the association that issued the ATA Carnet to cover use of the goods for a further year. The issuing association may make a charge for the issue of an ATA Carnet and will require the holder to



provide them with a guarantee or other security to help ensure that the goods are re-exported from the country visited.

### How does an ATA Carnet work?

The ATA Carnet must be presented to customs each time the goods are imported, exported or transported through a country. The ATA Carnet consists of a cover and vouchers for use during entry and exit from each participating country visited. The cover sheet identifies the holder, their address, the intended use of the goods, which countries the ATA Carnet can be used in and how long it is valid.

### ATA Carnet – Hand carry/baggage

If goods on an ATA Carnet are imported to Hungary directly and are included in a passenger's baggage, the ATA Carnet must be presented to HU Customs officials at the red channel upon arrival for stamping.

### ATA Carnet approved Country list

Below is a list of approved countries using ATA Carnet, but please check before cargo departure as countries can change

ATA Countries: <https://iccwbo.org/resources-for-business/ata-carnet/ata-carnet-country/>

Further information about ATA Carnet: <https://iccwbo.org/resources-for-business/ata-carnet/>

## TREATMENT OF GOODS UNDER ATA CARNET

Any accredited individual's goods must be re-exported in the same state they were in when imported. Under the TI procedure, if goods become damaged beyond repair while in Hungary they can be destroyed and will not need to be re-exported. Any waste from destruction that has a commercial value will be liable to Hungarian Customs charges based on the value of the waste. If uncertain, check with HU Customs or email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

Under the ATA Carnet system, any goods that are not exported after the Championships will be subject to import duties and taxes.

## PACKING AND MARKING INSTRUCTIONS

Each individual package needs to be clearly marked with 'World Athletics Championships Budapest23'. All additional packing and marking instructions will be communicated by Customs and Logistics Department of LOC upon receipt of notification of shipment.

Email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)



Depending on the country of origin, wooden packaging / pallets will need to be heat treated through the ISPM 15 programme.

### **Hand Carry equipment process for customs clearance at the airport**

Irrespective of the destination, all passengers and all hand and hold baggage must undergo security screening prior to departure. For your comfort and convenience Budapest Airport complies with all local and international regulations concerning aviation security and safety. You are reminded that prohibited items may be confiscated. Passengers are therefore encouraged not to travel to the airport with any items that fall into this category. For further questions, pls contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

### **5.2 Permanent Import Procedure**

Explain the procedures, list the stakeholders involved, outline the timelines which must be respected incl. the general clearance time, inform about the documents which must be provided and the deadlines.

Goods cannot be imported under the TI procedure or ATA Carnet to sell for commercial gain while in Hungary. If an individual intends to bring in such goods, they will be classified as commercial imports and will be subject to customs duties at the time of importation into Hungary. Goods such as merchandise for sale will be subject to applicable duties and taxes.

If commercial goods are included within freight, then a commercial invoice is required as this is the primary document used by Hungarian Customs to determine the value for duty & Tax (generally, the price paid) for imported commercial goods. This document will be required regardless of the value of the goods. The duty % is determined based on the HS code based on the EU Customs Tariff Database (TARIC). In Hungary, the VAT rate is 27%

This will provide the Hungarian Customs with certain mandatory information, including:

- Value of the goods and currency
- Detailed description of the goods
- Number of packages and total weight
- Country of Origin of the goods (if known)
- HS code

For Commercial Goods/Permanent Imports, Harmonized System Codes need to be included.

Information regarding HS Codes can be obtained from:



Link to the EU Customs Tariff database (TARIC):

[https://ec.europa.eu/taxation\\_customs/dds2/taric/taric\\_consultation.jsp?Lang=en](https://ec.europa.eu/taxation_customs/dds2/taric/taric_consultation.jsp?Lang=en)

Or email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

Note that invoices should be completed in English. A properly completed Customs Declaration is essential in ensuring the timely release and accurate accounting of equipment and supplies for use in connection with the World Athletics Championships Budapest23'

Your appointed International Logistics Partner/Ocean Carrier will also need to be involved in the release of the goods after customs clearance has been made.

For further clarification, email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

### 5.3 Export Procedures

Explain the procedures, list the stakeholders involved, outline the timelines which must be respected incl. the general clearance time, inform about the documents which must be provided and the deadlines.

#### TI - RE-EXPORT PROCEDURES

Goods imported using TI must be re-exported at the point the Championships end, in the same condition in which they were imported. If goods entered to TI are not re-exported, or are not re-exported within the designated period approved by HU Customs, customs charges could be due on the goods.

If TI goods are not re-exported, a customs declaration to pay customs charges on the goods will need to be made.

For physical movement of goods out of Hungary, please arrange via your nominated International Logistics Partner/Ocean Carrier.

For further information, pls contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

#### ATA - RE-EXPORT PROCEDURES

Goods imported using ATA Carnet must be re-exported at the point the Championships end, in the same condition in which they were imported. If goods entered to ATA Carnet are not re-exported, or are not re-exported within the designated period approved by HU Customs, customs charges could be due on the goods.

If ATA Carnet goods are not re-exported, a customs declaration to pay customs charges on the goods will need to be made.



Goods imported by ATA Carnet must be discharged by HU Customs authorities at re-export. This is normally done at the Budapest Container Yard port / (BUD) airport of re-export.

If ATA Carnet goods are not re-exported, a fine may additionally be levied by the authorities.

For physical movement of goods out of Hungary, arrange via your nominated International Logistics Partner/Ocean Carrier.

Re-export needs to be arranged latest 1 week after the Championships end.

For further information, pls contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

**All duties & taxes need to be prepaid before transportation from point of entry.**

**Please take care to make actions in time to avoid unnecessary charges.**

**Fur further information, pls contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)**

### **Shipping at the point the Championships end:**

If your nominated trucker pick up the cargo at the venue of the Championship, pls inform the Customs and Logistics Department of LOC, email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu), about the loading plan and plate number.

The designated logistics provider can support to arrange transportation in Budapest city or do container stuffing at its site, H-2040, Budaörs. In case of such need, pls contact: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu).

**All charges and duties & taxes need to be prepaid before transportation or will be invoiced back to shipper. Please take care to make actions in time to avoid unnecessary charges. Fur further information, pls contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu) In case of any charges and costs of transportation, pls contact [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)**

## **6. Goods that require Special Approvals / Permissions**

Possible goods which need approvals / permissions could be:

- Communication and Computer Accessories
- Photographic / Video Equipment
- Lithium Batteries
- Food
- Medicine



Certain products may require special approvals/permissions before arriving into Hungary. These could include, but are not limited to:

- Foodstuffs
- Military grade goods
- Photographic Film
- Lithium Batteries

It is advised to check with your International Logistics Provider/Ocean Carrier before exporting from origin so that there are no delays upon arrival. Or email: [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu)

## PROHIBITED / RESTRICTED GOODS

It is essential that checks are made regarding Prohibited / Restricted goods before they enter Hungary jurisdiction. While some commodities may need additional licenses, other commodities are banned completely, such as drugs / narcotics, dog / cat fur and firearms. Email [freight@wabudapest23.hu](mailto:freight@wabudapest23.hu) in advance of shipping any items that are potentially prohibited or restricted goods.




Useful information on the National Tax & Customs Office's website: [Information for travellers 2022](#)

European Union's [Prohibitions and Restrictions rules](#); [Examples of prohibitions and restrictions](#)



# WORLD ATHLETICS CHAMPIONSHIPS BUDAPEST 23

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