

Customs & Trade Intake (Kosovo)

Help us coordinate customs rulings, broker instructions, and record keeping.

Three Baby Steps

1) Intake and checklist – Share your goods, routes, and goal (classification, import/export, broker setup). We send a short document list.

2) We coordinate and file – We prepare a classification memo or ruling request, draft broker instructions, and liaise with customs.

3) You get the decision and controls – Ruling or confirmation delivered, plus a simple record keeping calendar for compliance.

Timelines: memos 3–5 business days; ruling requests 15–30 days (authority dependent); broker setup 1–3 days. We confirm the ETA at intake.

1. Client and contact

Company (importer/exporter) or individual:

Contact person:

Phone:

Email:

Preferred language:

English

Albanian

Serbian

2. Customs scope and objective

Flow:

Import

Export

Both

Objective:

Classification ruling

HS classification review

Broker setup

Document check

Other

Goods description (what is it, materials, use):

Country of origin:

Destination(s):

Incoterms / transport mode:

Border point / airport:

Frequency / next shipment date:

Broker available:

Yes

No

Broker name / contact (if any):

3. Documents you have now (tick)

Commercial invoice and packing list

Certificates of origin / preference

Contract or purchase order

Licences or permits (if required)

Product specs / composition / catalog / MSDS

Broker details or power of attorney

Previous customs declarations (if any)

4. Delivery and representation

I authorise representation with customs and other authorities.

Delivery of outputs:

Email

Pickup

Courier

Notes:

We confirm requirements and timelines at intake. NDA available on request.