



**YAMATO
TRANSPORT
SINGAPORE**

「TANSHIN PLAN」 GUIDE



ADDRESS

2 Bukit Merah Central, #08-01 (S) 159835



TELEPHONE

6274 0309



PIC

Nagamine



EMAIL

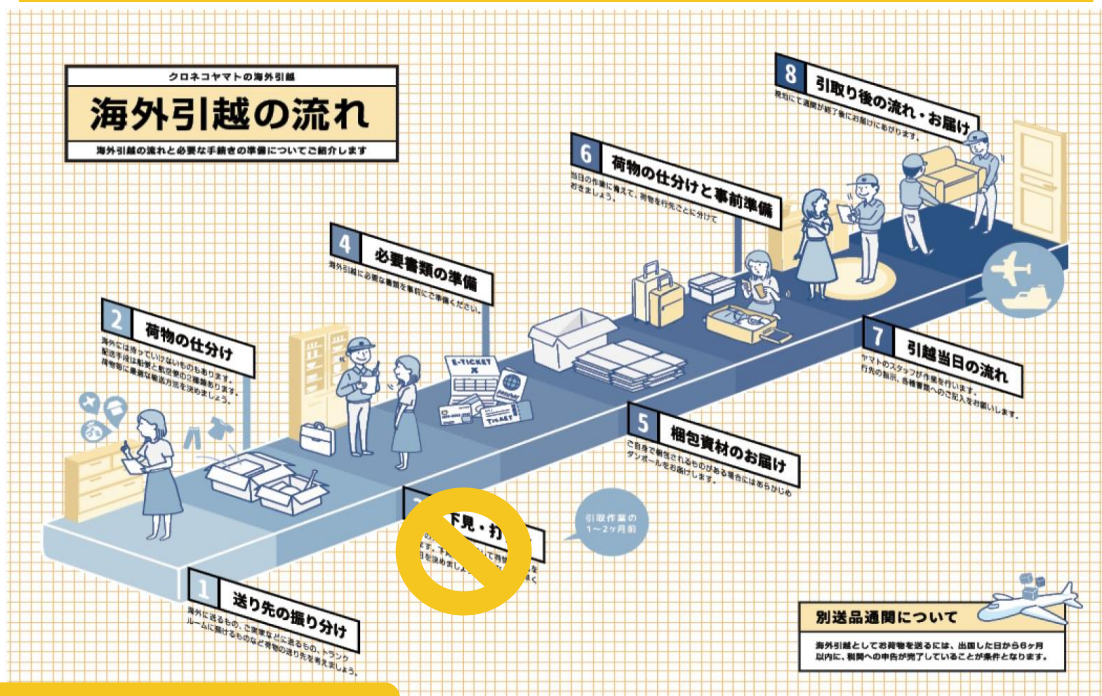
removal@yamatosingapore.com



日本語対応
ENGLISH AVAILABLE



TANSHIN PLAN



MOVING OVERVIEW

- ① Enquiry
 - Let us know that you are interested in learning more about the Tanshin Plan, and we will send you the relevant documents detailing the plan.
- ② Delivery of carton boxes and packing material
 - Yamato will deliver the carton boxes and packing material right to your doorstep!
- ③ Packing / Writing of the Packing List
 - As this is a self-pack plan, we will need you to do all the packing, as well as the writing of the Packing List
- ④ Collection
 - Our operations staff will drop by your house to collect the packed carton boxes, as well as the completed Packing List from you.
- ⑤ Payment
 - Payment will have to be made after your personal belongings have been collected. You may make payment via bank transfer or credit card (3% admin charge applies)
- ⑥ Submission of the Customs Declaration Form
 - Do submit the Customs Declaration Form upon your arrival in Japan
- ⑦ Delivery of your items in Japan
 - The transit time from the collection of your personal belongings in Singapore to delivery to your new home in Japan is expected to take about 1.5 months.

TANSHIN PLAN

SORTING YOUR PERSONAL BELONGINGS

It is important to sort out the personal belongings that you would like to bring with you to Japan before starting to pack them in to carton boxes. These items may include clothes, chinaware, kitchen items, books, bedding etc.

For greater ease when opening your items over in Japan, and writing the Packing List, we recommend that you try to pack the same type of items in the same box.



DO SORT OUT YOUR ITEMS BEFOREHAND TO ENSURE THAT THESE ITEMS ARE NOT MISTAKENLY INCLUDED IN YOUR CARGO TO JAPAN.

- PASSPORT, IDENTITY CARDS, VISA, WORK PERMIT
- OFFICIAL STAMP (HANKO)
- DEBIT CARDS, CREDIT CARDS
- PASSBOOKS, CASH, IMPORTANT DOCUMENTS
- DRIVER'S LICENSE
- KEYS
- EMERGENCY MEDICATION
- EXPENSIVE ACCESSORIES, WRISTWATCHES, JEWELLERY ETC.

PACKING MATERIAL · DOCUMENTATION

Once you have confirmed that you will be using the Tanshin Pack, we will deliver the carton boxes and other packing material to your doorstep.

※ Delivery may take up to 3 to 4 days. Do take the delivery time into account so that you will have sufficient time to pack your personal belongings such that they will be ready for collection on your preferred date and timeslot.

CARTON BOX SIZES



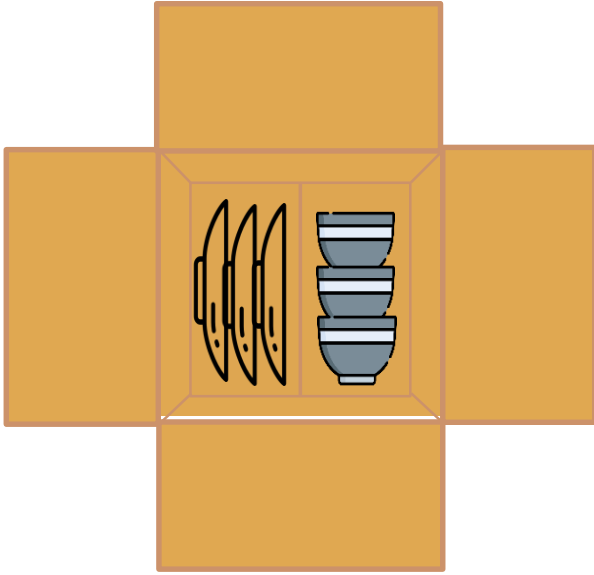
TYPE	DIMENSIONS (L x B x H) / cm
BIG (C) CARTON	66.0 x 46.0 x 33.0
SMALL (D) CARTON	33.0 x 46.0 x 33.0

PACKING MATERIAL	USAGE GUIDE
BUBBLE WRAP, NEWSPRINT	FOR PACKING FRAGILE ITEMS
DUCT TAPE	TO TAPE THE CARTON BOX

Do use the small (D) carton for heavier items like books or documents, and the big (C) carton for the relatively lighter items like clothes, and other miscellaneous items.

TANSHIN PLAN

TIPS ON PACKING



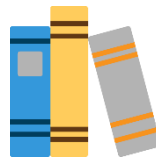
- Plates should be placed vertically (the plate should be perpendicular to the bottom of the carton box), whereas cups and bowls may be laid down (i.e. how they usually are when used to serve food / drinks).
- Do ensure that there are no gaps between the carton box and the contents of the box. If needed, do use the newsprint provided to fill in these empty spaces. Alternatively, you may use soft cushioning material such as towels or clothes as well.
- When packing fragile items, it is recommended to first wrap them in bubble wrap, and then further reinforce the packing by using 3 to 4 layers of newsprint.

PLATES, BOWLS & CUPS



CLOTHES

- Do ensure that your clothes are fully dried before packing them into the carton boxes. You may also include drying agents such as silica gel, and moth repellents to prevent mould and insects from attacking your clothes.



BOOKS, DOCUMENTS

For heavier items like books and documents, do use the smaller D carton, and ensure that the weight does not exceed 20~25 kg for ease of handling.



FOOD

- As pressure may cause liquid items to leak, do ensure that your liquid food items such as soy sauce etc. are properly enclosed and sealed in ziplock bags.



DECORATIVE ITEMS

We recommend wrapping your delicate decorative items and ornaments in tissue / kitchen towels and placing them inside Tupperware to reduce the incident of damage. Do ensure that the space gaps between the item and the Tupperware is filled so that the item does not move around during transport as this may cause damages to the item.

OTHERS

For items that you still have the original box / packaging for, you may return them to the original packaging. Most items that come in the original box / packaging already have inbuilt cushioning material such as cardboard or Styrofoam and these are pretty secure even for overseas relocation. In the case that you have removed the inbuilt cushioning material, you may supplement it with bubble wrap and newsprint instead.

TANSHIN PLAN

REQUIRED DOCUMENTS

DOCUMENT		SG	JAPAN
1	<input type="checkbox"/> PASSPORT ・ Scanned copy of data entry page ※ For those travelling with family, do provide the passport copies for the entire family as well	○	
2	<input type="checkbox"/> PASSPORT ・ Exit stamp from Japan, or ・ Entry stamp into SG at the time of relocation ※ Please prepare the one that corresponds with the declarer's name for sending the cargo	○	
3	Japanese Nationals <input type="checkbox"/> EP、DP、PR、LTVP ※ Must prove at least one year's residence in Singapore ※ For those travelling with family, do provide the copies for the entire family as well	○	
	Non-Japanese Nationals <input type="checkbox"/> Japanese VISA, COE, Residence Card ※ Validity of more than 1 year ※ For those travelling with family, do provide the copies for the entire family as well	○	
4	<input type="checkbox"/> Shipping Instruction Form (sample and format as attached)	○	
5	<input type="checkbox"/> E-ticket, Itinerary etc.	○	
6	<input type="checkbox"/> Packing List (to be prepared by Yamato SG)	○	
7	<input type="checkbox"/> Food List (sample and format as attached)	○	
8	<input type="checkbox"/> Medicine List (sample and format as attached)	○	
9	<input type="checkbox"/> Customs Declaration Form 2 copies To submit both copies to the Immigration Counter, and return the signed copy to the designated counter ※ For more information, please refer to: 【Information on what to do after you arrive in Japan】		○ Designated counter at arrival airport

TANSHIN PLAN

WRITING THE PACKING LIST

YAMATO TRANSPORT (S) PTE. LTD.

2 BUKIT MERAH CENTRAL #08-01 SINGAPORE 159835
Tel: 6274 0309 Fax: 6272 2219
E-mail: removal@yamatosingapore.com Co. Reg. No: 198302553K

(INVOICE & PACKING LIST)

LIST OF PERSONAL EFFECTS

AIR (OCEAN) PAGE : 1

SEND TO: TOKYO, JAPAN NAME: MR. T. YAMATO
(TEL No.:)

CASE NO.	DESCRIPTION OF GOODS	QUANTITY	(INSURED) VALUE	REMARKS
1	RACK	1 SET	1,000	
2	BOOK	50	5,000	
3	SHOES	6	20,000	
4	SHOE CLEANING SET	1 SET	2,000	
	RUCKSACK	2	10,000	
	TOTEBAG	6	6,000	
	TISSUE	1 SET	100	
	INDOOR SLIPPERS	4	200	
5	ELECTRIC FAN	1	30,000	
	TRANSFORMER	1 SET	5,000	
6	TOOLBOX	2 SET	5,000	
7	CD	50	10,000	
8	BOOK	30	10,000	
9	BOOK	50	10,000	
10	BOOK	50	10,000	
11	BOOK	50	10,000	
12	CLOCK	2	10,000	
	TRAY	2	2,000	
	LINT ROLLER	1	100	
	HAT	2	500	
13	SHOES (ON BOX)	8	20,000	
	BASKET	1	100	
	EXTENSION POLE	3 SET	5,000	
		SUBTOTAL	172,000	CURRENCY : JPY

WRITE THE DEFINITE VALUE / QUANTITY

AVOID WRITING VAGUE DESCRIPTIONS SUCH AS SOUVENIR, MISCELLANEOUS ITEMS, OR DAILY NECESSITIES, AS JAPAN CUSTOMS WILL ASK ABOUT IT

DATE : 18 Aug 2021

RECEIVED BY : _____

CUSTOMER'S SIGNATURE : _____

- Itemising the more expensive / branded items (e.g. suits, branded chinaware) separately from the other items in the packing list is highly recommended.
- Items labelled as "miscellaneous items", "daily use goods" and "souvenirs" are too vague, and Japan Customs may raise an enquiry if you write it as such. Please be more specific when detailing such items (e.g. bicycle goods, cleaning goods).
- Declared value to be in Japanese yen.

Note(s):

For tanshin plan, the insurance limit per box is about JPY 20, 000. For the Tanshin S plan, the total insurance limit is JPY 100, 000. Tanshin M plan would be JPY150, 000, Tanshin L plan would be up to JPY 200, 000. We will not be able to accommodate your cargo should you exceed the limits as stated above. In the unlikely event that a package is damaged or lost, the customer may be required to arrange for repairs or substitute items. We will not refund shipping fees or reimburse for delayed delivery.

TANSHIN PLAN

PROHIBITED ITEMS



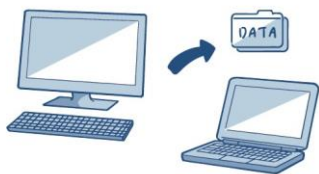
In the case the Japan Customs finds these items in your cargo, there may be disposal fees or hefty taxes levied, and these fees will be considered the customer's personal responsibility.

[UNIVERSALLY PROHIBITED ITEMS]

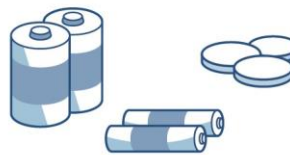
Flammables/ Dangerous goods	Explosives (Fireworks, Gunpowder), Compressed Gas (Gas cylinders/bottled gas, spray cans), Flammables (matchsticks, lighters) Lithium batteries, Weapons (guns, bladed accessories ※display knives, model guns, stunguns included), Poisonous items (drugs, hallucinogens)
Items with Ecological and Agricultural impact	Merchandise that violate the Washington Convention aka CITES (Convention of trade in endangered species of wild fauna and flora: Crocodile skin, Elephant ivory), Seeds, Shoots, Bulbs, Soil (anything that comes in contact with soil included), Straw, Grains, Live animals
Food	Fresh food; fresh meat, vegetables etc.
Valuables	Cash currency, Cash securities (Cash cheques, Cheques, Cash vouchers), Precious metals, Antiquities, items of value that cannot be quantified, Credit cards, Passports, Licenses
Books / Media	Pornography, Documents with political impact
Others	<div>Counterfeit, Pirated goods</div> <div>Pirated medias goods, Counterfeited goods.</div> <ul style="list-style-type: none">• Vehicles (commercial cars, motorcycles, electric scooters)• Drugs and hallucinogen• Bulk amounts of medication or supplements• Perishables• Items that cannot be imported or exported without proper documentation stating permission or special licenses• Alcohol, Tobacco, Perfume (Restricted)

[REGIONAL RESTRICTIONS]

Food	Spices (and spice packs) and canned food are prohibited. A separate Food List is required should you choose to include food products in your cargo. Do contact us if you have any enquiries regarding permissible food items.
AV material	Should AV material be found in your personal effects, then there will be a pretty hefty fine for possession of them.
Medicine & Cosmetics	Only Japanese drugstore medicine is allowed, ALL prescription drugs are prohibited. Cosmetics and skincare products (including hair supplements, body soaps etc.) are limited to up to 24 units (or 2 months' worth) per type of product. A separate Medicine List is required if you choose to include these items in your cargo.
Others	Items related to gambling purposes, including mah-jong, roulette, and antennas for satellite communication



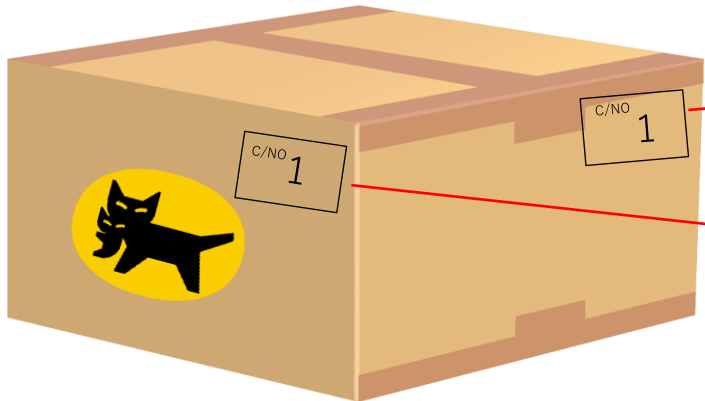
Do backup the data for your electronic devices e.g. computers and laptops, as the loss of damage of these internal systems is not covered by insurance.



Please remove the batteries of your electronically powered items, as they may ring or emit sounds during transport. This also reduces the risk of your batteries leaking, and potentially damaging your electronic equipment during transit.

TANSHIN PLAN

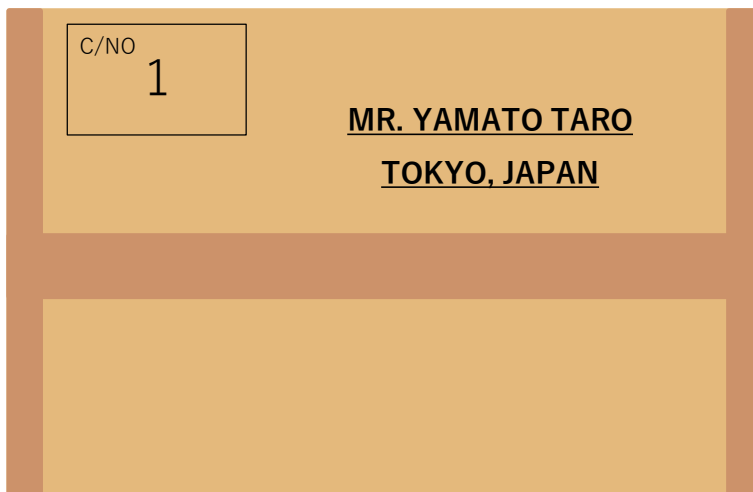
WRITING THE CASE MARK ON THE CARTON BOXES



Write the carton number on all 4 sides of the box accordingly, as well as the top of the box

e.g. the first box should have 「**1**」 indicated on all 5 sides of the box

Top view of the carton box



Please indicate your full name on the top of the box.

«Example»

- Full name (Do write it in English, and follow the name stated on your passport)

e.g.) 大和 太郎さん should be written as 『MR. YAMATO TARO』

- The destination should be denoted as TOKYO, JAPAN.

(Even if you are sending your cargo to other cities / prefectures, please indicate the destination as TOKYO, JAPAN)

- Please write the corresponding carton number in the

C/NO

 as shown in the example above.

For fragile items / carton boxes which require careful handling,
please indicate 「**FRAGILE**」 on the top and on all 4 sides of the box.

TANSHIN PLAN

REGARDING PAYMENT

After we have collected your cargo, we will send over the invoice for you to make payment. Payment can be made via bank transfer (PayNow included), via credit card, or cheque.

※ For credit card payment, a 3% administrative charge will be levied. We are unable to accept American Express.

CUSTOMS DECLARATION FORM

Please submit the 「Customs Declaration Form」 to the designated counters located at the arrival hall once you reach Japan. More information can be found in the attached Customs Declaration Form information guide.

FOLLOW UP PROCEDURES AFTER REACHING JAPAN

After your cargo has reached Japan and cleared customs clearance, Yamato Japan will contact you to arrange for the delivery of your items. Do contact Yamato Japan Customer Service Centre should they be late in reaching out to you. Alternatively, in the event that there is a change in contact details upon arrival in Japan, please contact the Customer Service Centre to update them on the change in contact details.

DELIVERY

On the delivery day, our staff will assist to bring your cargo to the designated room of your choice. Please decide on where to place your belongings before the delivery day to ensure that everything goes smoothly e.g. carton box containing predominantly kitchen items to be placed in the kitchen, box of clothes to go to the master bedroom etc.

Our staff will read out the serial number of each carton box at the time of delivery, please confirm the total number of boxes and ensure that all of your items has been delivered. After confirmation, you will be asked to sign the delivery receipt.

<<Regarding insurance claim>>

Do unpack your personal belongings as soon as possible to check for any damages or missing items. In the unlikely event that there are any damages / missing items, please contact the delivery branch with photo(s) of the damaged item(s) as well the carton box number and insured value of the item (according to the packing list). Please inform Yamato Japan of the damages / missing items within one month of delivery, as the insurance company may not be able to reimburse you in the case of late notice.

TANSHIN PLAN

JAPAN CUSTOMER SERVICE HOTLINE



**Service
Centre**

Yamato Transport Co., Ltd
(Country code : 81)

Overseas Relocation Service Centre

**Do include your full name and departure country when
you dial in for easy identification.**



**Contact
Details**

0120-804-814 | Business Hours 9 : 00 - 17 : 00