

# Shopping guide

**Tax Free** service:

- provides you the opportunity to save money on shopping in Belarus
- involves the return of 15% of a purchase amount without VAT
- is available for goods are subject to 20% VAT
- is available when spending over 80 BYN in a **Tax Free** partner store on a same day

Follow the steps below to get your tax refund:

## Get a Tax Free Form

When paying for purchase, ask a shop assistant to fill in the **Tax Free** Form, your passport or another equivalent identity document will be required. There are three parts of the **Tax Free** Form; take the First part (Первый экземпляр) and the Duplicate of the second part (Копия второго экземпляра) for Customs Authorities, and a prepaid envelope.

Please, check the data accuracy in the Form:

- personal information in **Section 1 – Customer**
- purchase details in **Section 3 – Description of goods**
- a sales assistant signature and a shop stamp in **Section 5 – Stamp of shop**
- original purchase receipts must be attached to the first part of the Form

The amount and rate 20% of VAT must be indicated in the purchase receipts.

**Remember: Incorrectly filled Form – No refund**

## Stamp a Tax Free Form

Provide the **Tax Free** Form and your purchased goods to the Customers to obtain the Export validation stamp in **Section 6 – Export validation stamp**. Make sure your goods are unused, they must be available for Customs Authorities in original undamaged package. Take the First part of the **Tax Free** Form (Первый экземпляр), and give the Duplicate of the second part (Копия второго экземпляра) to Customs officer. The **Tax Free** Form must be export validated 3 months after the shopping day.

You should pass through Customs control in the "Red Channel".

If you are traveling through the National Airport Minsk and plan to leave the purchased goods in your luggage, not in your hand baggage, please contact the Customs service near check-in counter No.1.

Reserve 15-20 minutes to design the **Tax Free** Form

**Remember: No Export validation stamp– No Refund**

## Send a Tax Free Form

- fill in **Section 4 – Method of refund**: a credit card number and your signature are obligatory
  - put the First part of the Form (Первый экземпляр) in the provided special envelope
  - use the special mailbox at a Customs Checkpoint or post the envelope from another country for free
- You must mail it within 6 months following the export of goods.

Be careful while filling the Form, make sure that the banking card number and validity are correct and legible. The VAT refund is provided direct to any Visa, MasterCard or UnionPay banking card registered on a foreign resident. The card must contain 16 signs, no need to fill in a bank account number.

You will get VAT refund paid to your credit card within 30 days following the receipt of the letter.

## Cash Refund

The service is provided:

- The Tax Free office is located at National Airport Minsk (Contact our representative after customs control in **Duty Free zone (5-6 gate)**, you will get your cash refund only in Belarusian rouble)
- The Tax Free office is located at National Airport Minsk (Contact our representative after customs control in **MarketLiga Duty Free store (9 gate)**, you will get your cash refund only in Belarusian rouble)
- checkpoints on the border with Lithuania, Latvia, Poland and Ukraine (in the branches of Belarusbank) no commission

For cash refund you will need:

- the completed **Tax Free** Form with purchase receipts and customs stamp
- your passport or another equivalent identity document

Further information about **Tax Free** System is available:

**PHONE: +375 29 7670936 +375 17 2792568**

**E-mail: [taxfree@btslogistics.by](mailto:taxfree@btslogistics.by)**

**WEB-SITE: [www.tax-free.by](http://www.tax-free.by)**

**Enjoy your shopping!**

