



INTERMARK
RELOCATION SERVICES IN RUSSIA



GUIDE TO MOVING

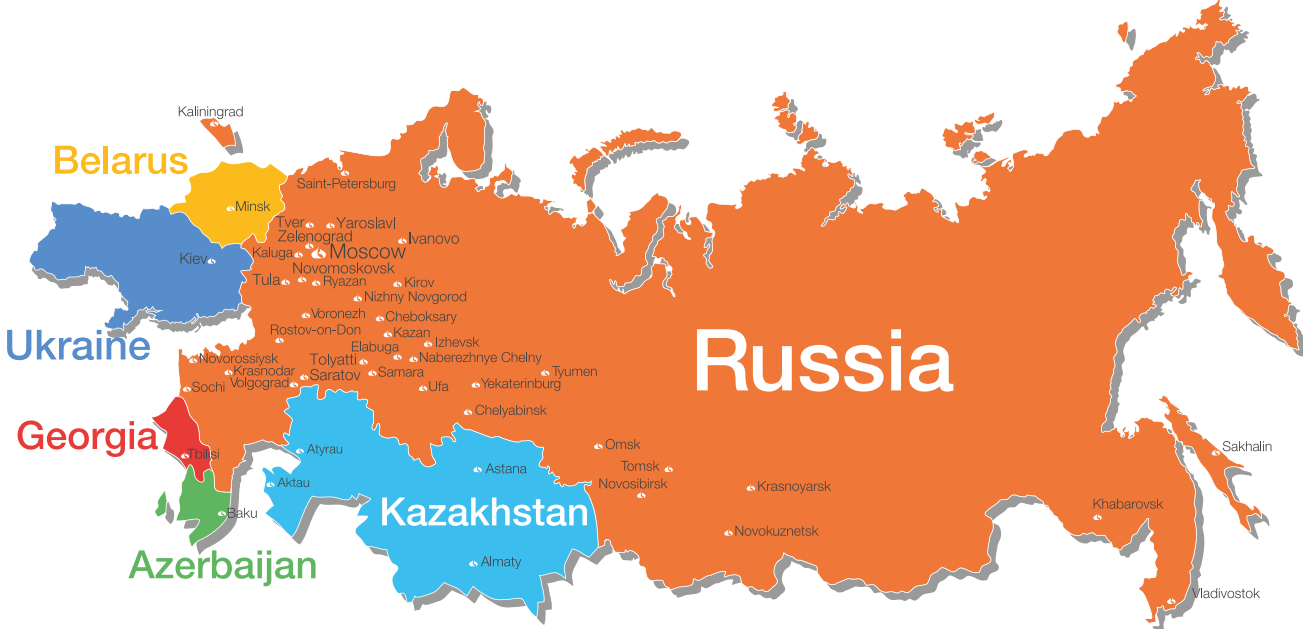
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Supporting you
wherever you are!



* This map is a simplified picture and may vary from the authentic borders of the presented countries.

Need another location?
Let us know!
relo@intermarkrelocation.ru



Our company has been over 20 years experience organizing relocations - that's why we know everything about moving to a new country and even the region too. The moving process is a central aspect of any relocation.

We use our experience to find a new home for you and your family, a school for your children and to make your move as smooth as possible.

The road is always easier if you're traveling with a good map. Knowing when to get things done - and in what order - will put your mind at ease when the details of a big move threaten to overwhelm you.



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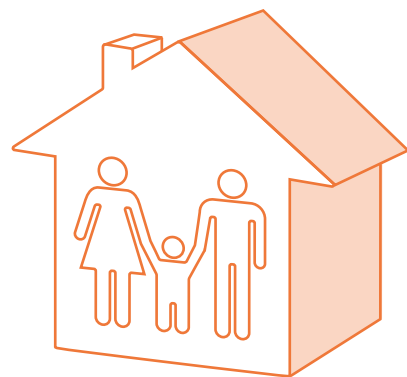
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About us:

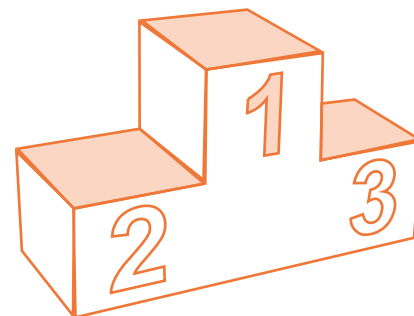
23 years in Russia



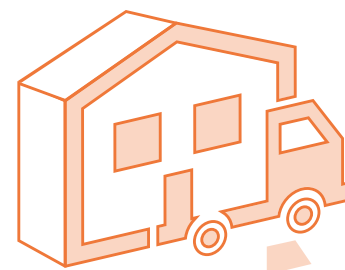
We relocate
70 families
per month



1st professional
relocation
consultancy
in Russia



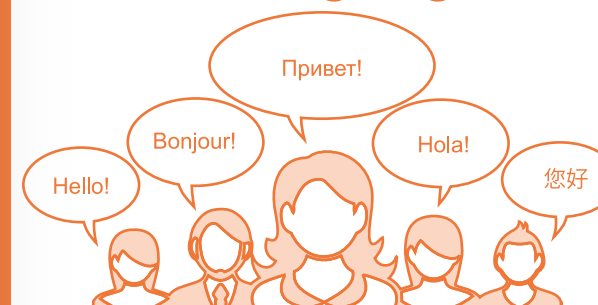
Complete range of
Immigration,
Relocation and
Moving Services:
all in-house



Immigration
support:
10 immigration
consultants



We speak
12 Languages



Representing major Global Relocation
companies in Russia, Azerbaijan, Ukraine,
Kazakhstan, Belarus and Georgia



50 Relocation consultants

Preferred supplier for major
multinationals in Russia



Marketing
Reports



Types of removals



International move

Our experience and know-how in key areas such as logistics and customs clearance, combined with our storage facilities, allow us to adapt to the individual needs and requests of our clients in good time while maintaining high service standards.



Local move

Moving to another apartment or another region of Russia? Our professional team can make your move fast and easy. By air, truck or container? We will help you choose the best option for you!



Office move

Relocating your company can be daunting no matter the size of your organization. Ensuring your office move runs smoothly from the outset is really important: from planning to packing, our removals team provides a tailored door-to-door removal service specifically designed to suit your business needs.



Pet transportation

You don't have to leave your furry and feathered friends behind. We can transport your pets safely and securely to their new home, making sure they receive the special attention they deserve along the way.

Guide to Moving

At Intermark Relocation we aim to make moving home as simple and clear as possible. All of our residential home moves follow a simple six-step process:



1 The survey



2 Quotation and moving plan



3 Packing services



4 Transportation and Customs clearance



5 Delivery Unpacking at your new home



6 Journey ends

1

The survey. Your Personal Move Coordinator will arrange for a surveyor to visit your home, discuss moving requirements and assess the volume of your belongings.

2

Quote and moving plan. We'll send you a personalized quote with details of all timings, transport methods and moving services. We know you need time and space to read and compare quotes, which is why your Personal Move Coordinator will always be on hand to answer any questions you may have.

3

Packing services. Our packing services crew will arrive at the date and time agreed with you. The crew and coordinator will introduce themselves and walk through your home with you so you can go over what needs to be packed and point out any fragile belongings.

The crew will pack your belongings using expert wrapping techniques and tailored packing materials to minimize movement and damage during transit. Our foreman will prepare an inventory of each packed item, for example 'carton of china'. This will be signed by both of you as a receipt for the shipped belongings.

4

Transportation and Customs clearance. Depending on where you are moving to, your goods will either be transported by road, sea or air. Each stage of your move is tracked so your Personal Move Coordinator will be able to talk you through likely transit times and keep you informed every step of the way.

In many countries, shipped goods need clearance from local customs authorities. Every country has its own rules and regulations so it is very important to learn about them before shipping your goods. The clearance process requires various forms such as customs declarations and copies of documents like your passport and visa. As part of our service we facilitate these clearances on your behalf.

5

Delivery and unpacking at your new home. When your belongings arrive, they'll be collected by one of our trusted delivery partners. We demand the same high standards from our partners as we do our own staff: they are thoroughly assessed according to strict criteria to make sure they deliver the level of service that we know you expect.

We handle everything for you at your destination. This includes delivering your belongings to your new home as well as unpacking to the rooms of your choice.

Once our delivery partner has delivered your goods, they will unpack them for you onto a flat surface. They'll even take away the packing materials for recycling where available.

6

Journey ends. Once you've settled in, we would love to hear from you about your moving experience. We'll send you a short evaluation form and kindly ask you to rate and provide feedback on key areas of our relocation service.

Now you get to enjoy your destination. If you are in a new town/city/country, it's time to explore and enjoy all the sights, sounds and attractions. If you're starting a new job, good luck and all the best! And if you have returned home, we hope you enjoy the familiar surroundings, family and friends.

✉ moving@intermark.ru

Our service



One Contact

A personal Move Coordinator is immediately assigned to work with you. Their role is to help you achieve your expectations every step of the way. Beginning with the initial call, to the preparation of your home or office, throughout delivery and even after unpacking, your coordinator is there for you!

Quality Packing Material

We are working with only the best suppliers of packing materials.

Staff Excellence

Smooth removals depend on the service carried out by all our teams. We employ skilled and efficient personnel, from packers to our office workforce and management.

Will they be careful? Yes! Entrusted with all your valuable possessions, we see to it that each item is handled with careful attention and respect. All crew members are subject to rigorous pre-employment checks, use the latest in packing materials and equipment and are well-versed in handling everything from automobiles and pianos to the most delicate antiques and art objects.

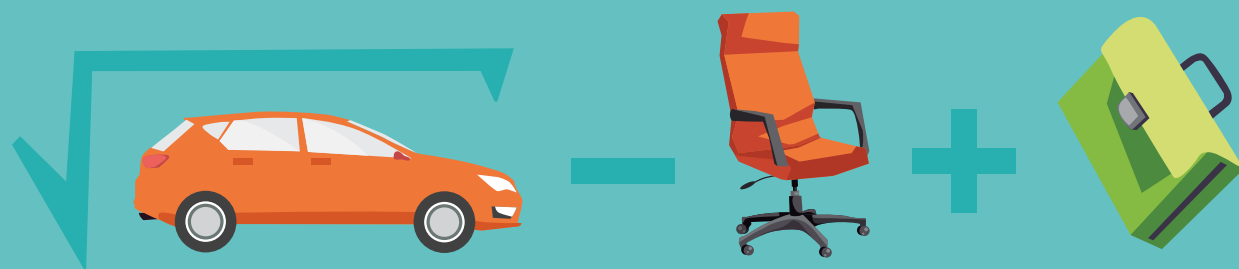
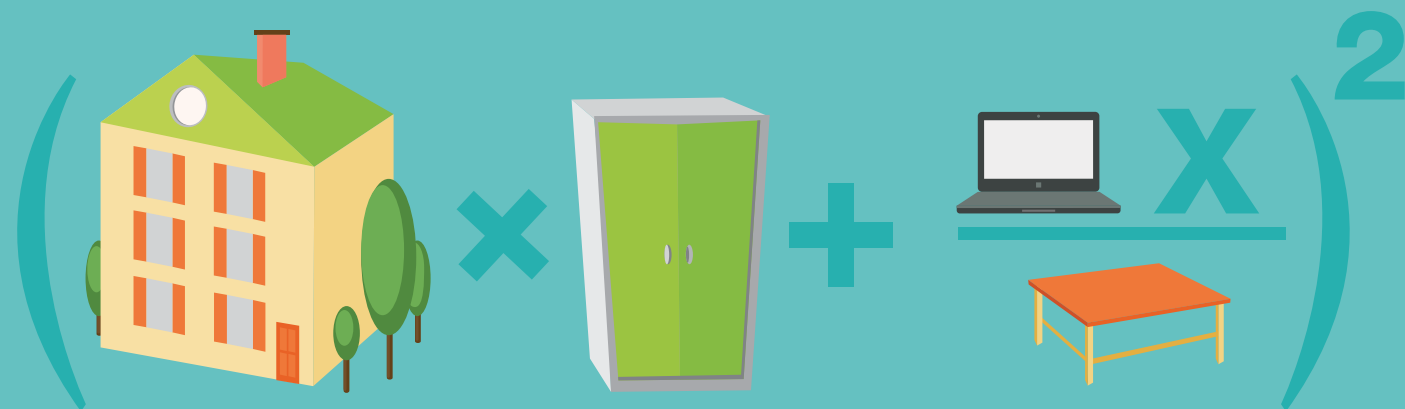
Our Commitment to Quality

Proving the quality of our removals and relocation services, reducing damage during moves and improving the removals guidance services offered to all our clients are key to ensuring client satisfaction.

Your Satisfaction

Ensuring that we deliver the best service to our clients is crucial for us. This is why we created a department dedicated to client satisfaction.

✉ moving@intermark.ru



Every removal is different and no two moves are the same. That is why pricing a removal job is a process determined by many factors.

When planning to move the entire household we need to know:

- Where from and to a customer is moving.
- Access to and from the properties, where the vehicle(s) will be parked.
- Reservation of a parking bay, furniture removal out of a window, lifting equipment or presence of stairs, etc.
- Packing services required or not, if so how many boxes, sizes and wrapping materials.
- Estimation of volume of items for removal.
- Presence of furniture requiring dismantling / reassembly.

If you are planning on moving everything, we suggest sending one of our certified and experienced surveyors for a free no obligation quotes at your property or office at a convenient time for you.

You can also get a quote online or by filling in our pre-estimate form. Don't hesitate to contact us for any advice or to arrange a visit.

to fill the form online
check this QR-code



✉ moving@intermark.ru

Customs rules

PERMISSION NEEDED ITEMS:

- Pictures (all kind)
- Books (older than 50 years)
- Statuette (for air shipments)

ACCOMPANIED ONLY BAGGAGE ITEMS:

- Passport
- Currency
- Precious jewelry, stones
- Medicines

RESTRICTED ITEMS:

- Wine and spirits (2 L)

PROHIBITED ITEMS:

- Weapons of all kinds
- Flora and fauna objects
- Liquid & spray
(for air shipments)



Can I take my car?

Some countries make it easy for you to ship your car with your effects, however the majority of countries apply high duties and a lot of red tape to dissuade you from bringing your car in! Some countries even prohibit car imports completely.

If you want to take your car to Russia you have two options:

The first one is to get full customs clearance in which case you have to pay customs duty (from €1.5/1m3 of engine capacity). The other way is temporary entrance in which case there is no customs duty, but the car can only be in Russia for maximum 12 months or the period of visa validity (if less).



Customs duty is 4 EUR per kg (gross) for all non-diplomatic shipments.
For returning Russian citizens, the first 31 kg is exempt from Customs duties and taxes.

Recommended:

Contact us to ensure all requirements have been met prior to import, especially for differences regarding air/truck/sea shipments.



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moving@intermark.ru

Some tips to make your move easier



Plan your move in advance

Contact us up to one month before you hope to move even if you don't know exactly when the big day will be. We will tell you exactly what we offer and what you need to plan for. This will help you organize your time and concentrate on the essentials.



Decide what you really want to bring

The less you have, the cheaper it is to move. Start as early as possible, and divide items into "keep", "trash", "recycling" and "donate". Be ruthless, if you haven't used it in a year (or forgot you even had it!), you don't need it.



Don't do the packing yourself

Packing is not expensive. We use a range of appropriate packing materials and employ trained staff to pack your things professionally and safely.



Ship or buy

Import customs duty in Russia is €4/kg before tax. Check if it's cheaper to ship things from home or to buy new.



Last in / first out

Pack a box of essential items that you will need immediately after the move and make sure it's the last thing added to the truck.

Remember to get some snacks for the move day!



Our Services:

IMMIGRATION

- Work Permit
- Visa support (all types)
- Residence Permits
- Migration registration & notifications
- Legalization & duplicates' procurement
- Immigration due diligence

RELOCATION

- Temporary Housing
- Orientation & Home-finding
- Legal due diligence
- Settling in & 24/7 Help-desk
- Departure Support
- Spousal support & Coaching

MOVING

- International moving
- Domestic moving
- Transportations of antiques
- Office moving
- Vehicle moving
- Stock and storage

AND MORE

- Office/retail search
- Furniture rental
- Car leasing & Insurance
- HR Workshops
- Language training
- Marketing reports

Any other service you will require us to provide



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