

Household Goods Export Checklist – South Africa Outbound – Sterdts

About this checklist

This checklist is for individuals exporting **used household goods and personal effects** from South Africa with Sterdts. Tick off items as you complete them. This is a **planning tool**, not a legal document, and does **not** replace our [Standard Trading Conditions \(STCs\)](#) or [customs regulations](#). Requirements can change; Sterdts will always confirm the latest rules for your specific move.

1. Confirm this checklist applies to you

This checklist is intended for:

- Private individuals and families moving their **own used household goods** abroad
- Shipments where contents are for **personal/family use**, not for resale
- Moves arranged with Sterdts as your international mover/forwarder

It is **not** intended for:

- Commercial exports or stock for resale
- Large scale commercial shipments (use our [commercial/export guidance](#) instead)
- Diplomatic shipments (use our [diplomatic/import/export guidance](#))

If you are unsure which category you fall into, simply tell your Sterdts consultant about your **status** (citizen, returning resident, work visa holder, etc.).

2. Basic information Sterdts needs

Before we finalise your export plan, please gather and share:

Personal and contact details

- Full names of the main contact person(s)
- Reliable email and mobile number(s)
- Current South African address (origin)
- Destination address (or provisional area/city if not final yet)

Move details

- Planned move date or date range
- Any fixed deadlines (job start, school start, lease end, visa timing)
- Who will be present on packing/collection days

Destination country

- Destination country and (if known) city/region
- Any specific information you already have about [destination customs rules](#) (for example ToR1 in the UK, specific documentation, etc.)

- Whether you already have an overseas mover/partner, or whether Sterdts will handle the full door-to-door chain

3. Decide what to ship vs sell/donate (for export)

Export freight costs are driven by **volume**, **weight** and **route**. Use this checklist to decide what to include:

- Make a list of large items and furniture you **definitely** want to take
- Mark items that are cheaper to replace at destination than to move
- Identify items you rarely use that are not worth exporting
- Consider destination housing size, climate and voltage (e.g. appliances, heaters, outdoor items)
- Decide what will be **sold**, **donated** or **left behind**
- Ask Sterdts about any items that might be restricted on export or at destination
- Consider storage in South Africa if you may return and don't want to ship everything

4. Key documents to prepare (export side)

Your exact document list depends on your route and immigration status. Use this as a starting checklist; Sterdts will confirm.

Identity & status

- Passport(s) for adults (and children, where relevant)
- South African ID book/card (if applicable)
- Any destination **visa / work permit / residence permit** (if already obtained)

Proof of residence / move

- Proof of your current South African address (lease, rates/tax, utility bill or similar)
- Where available, proof of future address abroad (lease, letter from employer, etc.)
- Employer or assignment letter if you are moving for work
- Study acceptance letter if you are moving for study

Shipment documents

- Sterdts quotation and booking/acceptance confirmation
- Draft or final **inventory/packing list** for household goods (Sterdts will guide you)
- List of **high-value items** (artwork, antiques, collections, jewellery, high-end electronics)
- Insurance proposal/confirmation if you choose to insure

Destination-specific

- Any destination forms you already know you will need (e.g. ToR1 or similar)
- Any country-specific guidelines provided by Sterdts or our partners

5. Packing, crating & export preparation

Decide packing approach

- Full packing by Sterdts (recommended for most international moves)

- Partial packing (Sterdts packs fragile/complex items, you pack some non-fragile items)
- Self-pack (you pack most items; at least consider professional packing for fragile valuables)

Before packing starts

- Separate items that are **not moving**
- Clearly group "do not pack" items (passports, tickets, medication, keys, essential clothing, work laptops, etc.)
- Defrost and dry fridges/freezers that are moving
- Clean appliances and outdoor items as instructed (some destinations are strict on cleanliness/soil)

Special items

- Identify items that may need **crating** (art, sculptures, large mirrors, fragile glass, pianos, etc.)
- Discuss these items with Sterdts before packing to quote and plan correctly

6. Home access & loading logistics (origin)**Property and access**

- Confirm property type (house, townhouse, apartment, estate, farm)
- Check where a large vehicle can park and any height/weight limits
- Confirm number of floors, stairs, lift size and rules
- Confirm any estate/complex access rules and move times
- Consider load-shedding or local conditions that may affect lifts/gates

On packing/loading days

- Arrange safe space for children and pets away from packing areas
- Confirm crew arrival time with Sterdts
- Walk through the home with the crew leader and show what is going/what is staying
- Point out fragile and high-value items

7. Export customs basics (South Africa)

Export customs can be simpler than import, but still requires correct information:

Tick once you understand or have done the following:

- I understand that Sterdts (as your clearing agent) will take care of export declarations based on information I provide
- I will provide **full and honest information** about what is being shipped and why (permanent move, temporary assignment, etc.)
- I understand that certain items may be prohibited or restricted for export or at destination
- I have discussed any vehicles, firearms or specialised items with Sterdts
- I understand that export documentation must be correct to avoid delays, customs queries or complications at destination

8. Destination customs & regulations (high-level)

Destination customs rules can be strict; preparation helps:

- I have asked Sterdts for **destination-specific guidance** (or been referred to official regulations such as FIDI/IAM info for my route)
- I understand that **used household goods** often qualify for concessions, but conditions (ownership/use period, status, timing) may apply
- I know that **new items** can attract duties/taxes at destination
- I will keep evidence of my **time abroad/abroad-to-be**, residence status and other documents that may be needed at destination (even if not needed for export)
- I understand that the destination authorities can inspect, delay or impose duties/taxes, and that final decisions rest with them

9. Insurance and risk

- I understand that long-distance, multi-leg moves involve risks beyond anyone's control (weather, port congestion, handling, etc.)
- I have discussed **marine/moving insurance** options with Sterdts (e.g. All Risks vs Total Loss)
- I have decided:
 - To take out insurance through Sterdts; or
 - To arrange my own cover; or
 - To move uninsured (accepting that compensation may be limited under standard terms)
- I have completed any insurance proposal forms honestly and fully
- I have retained copies of insurance documents and understand the basic claims process

10. Timeline for export (rough guide)

60–45 days before move

- Contact Sterdts and request a quotation
- Arrange a pre-move survey (virtual or in-person)
- Start deciding what to ship vs sell/donate
- Consider destination housing, schools and job timelines

45–30 days before move

- Confirm service level, packing options and preferred dates
- Accept quotation and [Standard Trading Conditions \(STCs\)](#)
- Start gathering export and destination documents
- Begin selling/donating large items not being shipped

30–7 days before move

- Finalise what is going into the shipment
- Confirm special packing/crating requirements with Sterdts
- Confirm move dates and times

- Prepare appliances (defrosting, cleaning) and outdoor items
- Prepare family plans for packing days (children, pets, work commitments)

7 days to move day

- Separate and secure all "do not pack" items
- Confirm access arrangements and any estate/building bookings
- Confirm final details with your Sterdts consultant

This checklist is for guidance and planning only. It does **not** replace our formal [Standard Trading Conditions \(STCs\)](#), carrier conditions, SARS rules or customs regulations. Where there is any uncertainty or something unusual in your circumstances, please contact Sterdts so we can advise you specifically.

Contact details

If you are planning an international move from South Africa, contact Sterdts early so we can confirm your exact requirements:

Information Officer:

Gert Mostert

Contact details:

Tel: +27 87 057 2777

Email: info@sterdts.co.za

Postal/physical address:

Sterdts (Pty) Ltd
Willow Wood, 220 3rd Street
Chartwell, Johannesburg, 2055
South Africa