Tax Free Shopping in Estonia





Look for stores displaying Global Blue Tax Free Shopping signage in the window.

When paying for your purchases ask the shop staff for a Tax Free Form.

Tax Free Forms are available in two versions, one blue and one white. Fill in all the required fields in block letters, using the Latin alphabet. For further information please feel free to ask from our Service located in Kreutzwaldi 56d, Tartu.

Remember: Incomplete Tax Free Form = No refund



At the airport, at the border, on the ferry or the cruise-ship please allow enough time for the refund process.

Before you check in for your flight, go to the Customs desk and present your completed Tax Free Form, passport, shop receipts and purchases to get a stamp on your Form.

Make sure the goods are unused. Don't pack them away in your check-in luggage as you will need to show them to the Customs Officer.

Remember: No Customs Stamp = No Refund



Go to a Refund counter displaying the Global Blue logo.

Present your stamped and completed Tax Free Forms to receive the refund in cash or to a credit card.

In a rush? Mail your stamped completed Tax Free Forms to the address of the Processing Centre and receive your refund on your credit card.

NB: The refund you receive is the VAT minus Global Blue's handling fee.



Shoppers eligible for Tax Free Shopping

• If you have a permanent residence in a non-EU country.

VAT Rate

20%

Minimum purchase amount

38.01 EUR

Tax Free goods

Refunds are paid on all goods that are exported in the traveller's personal luggage.

•Non-refundable goods:

•Goods with other than 20% VAT rate (*e.g. reduced 9% VAT rate on, books, certain periodicals, listed pharmaceutical products and medical devices*)

Tax Free Form

•The Form is valid for refund 1 year after the issuing date.

• The Form must be duly stamped by Estonian (<u>www.emta.ee</u>) or any other EU country customs within 3 months following the date when the Form was issued.

•Original shop receipt/invoice must be attached to the Form.

•Only copies of the shop receipt/invoice issued by the shop is accepted. The date on the shop receipt/invoice must correspond with the date on the Form.

•The retailer's VAT number (KMKR) must be the same on the Tax Free Form and on the receipt/invoice.

•Shop receipts can be added together on one Tax Free Form if all purchases were made on the same day and in the same shop.

Refun Offices in Estonia:

Tallinn (Eurex Capital OÜ

Change IT, Tallinn Airport, Schengen Terminal, Departures, 11101 Tallinn)

Koidula (Sivex currency exchange, Värska county, Põlvamaa Koidula road border point (EST/RUS), 64003 Koidula village)

Luhamaa (Sivex currency exchange, Misso county, Võrumaa Luhamaa road border point (EST/RUS), 65001 Luhamaa village)

Narva (Sivex currency exchange, Peterburi mnt.1, Narva road border point (EST/RUS), 20308 Narva)

Tips

• The post delivery is free of charge from all the world if you use the **Global Blue prepaid envelope** provided by the shop. Note that it is sent by **regular post**.

• If you have not received the prepaid envelope you **can use a standard envelope** (at your expense)

•In order to prevent a possible loss of the documents, we recommend you to use **secured mail service (e.g. registered mail or courier**- at your expense)

•Before sending the documents, please **make a copy** of them or **write down Tax Free Form number (DOC ID)** of each Form for your reference.

•In order to assure smooth processing of your refund send us just Tax Fee Forms filled in completely and correctly

How to fill in Tax Free Form

Address of Processing Centre

•Tax Free Forms are processed in <u>Global Blue Slovakia</u>.

Please send the valid, duly filled in and export verified Tax Free Form to the following address

For standard and registered mail:	For courier:
Global Blue	Global Blue
P.O.BOX 363	Prievozska 4D/Block E
810 00 Bratislava	821 09 Bratislava
Slovakia	Slovakia
Europe	Europe

Contact us

In case of any other questions contact us: <u>www.globalblue.com/contact-us/</u>

For frequently asked questions visit: <u>www.globalblue.com/faqs/</u>

Have a nice shopping !

For further information contact Kummibox OÜ, check the terms and conditions of service from Global Blue Tax Free leaflets or website <u>http://localservices.globalblue.com/es_ee/</u>.



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Learn about our goods in e-store or make reservation to tire services in <u>www.carbox.ee</u> .