

FedEx®

SUB-SAHARAN AFRICA

Import Guide 2024



SUB-SAHARAN AFRICA

Import Guide 2024



Botswana



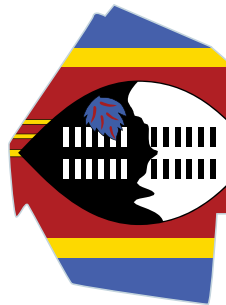
Malawi



Namibia



South Africa



Swaziland



Zambia

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Malawi

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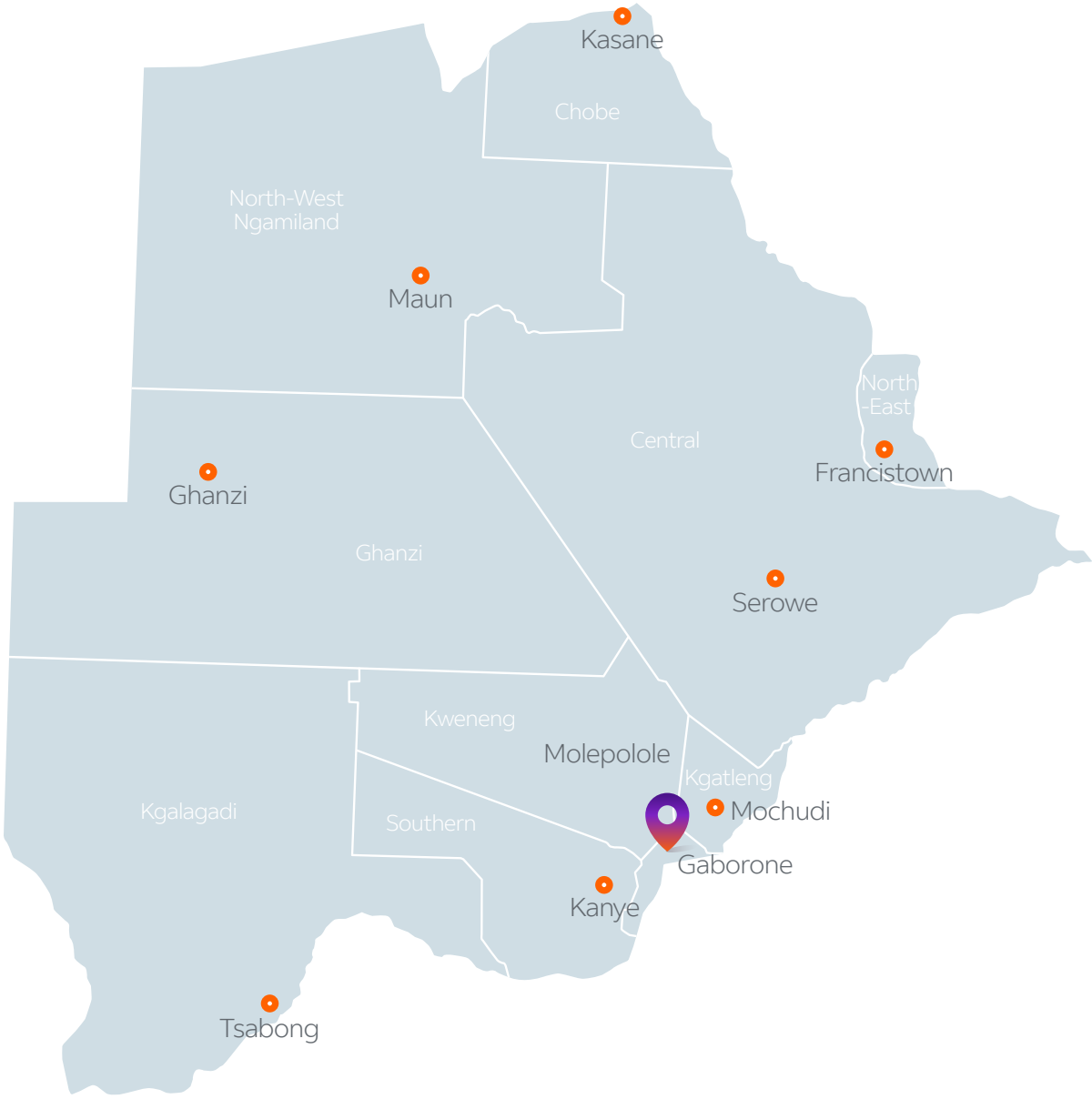
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A wide-angle, high-angle photograph of the Okavango Delta in Botswana. The landscape is a vast, flat plain covered in lush green and yellow grass. A winding, shallow river flows through the center of the delta, reflecting the clear blue sky. Several elephants are visible grazing in the grassy areas. The background shows a dense line of trees under a bright, clear sky.

BOTSWANA

Okavango Delta, Botswana

BOTSWANA



IMPORT GUIDE



Gateway
Gaborone



Shipping Mode
Air & Road



FedEx Clearance
Yes



Broker Handover
Possible



DDP
Yes



DE Minimis
USD 0

DOCUMENTATION



The following documentation is required to complete the clearance of a shipment into Botswana:

1

Air Waybill

2

Commercial Invoice

3

Packaging List

Documentation requirements

- Air Waybill
- Commercial Invoice
- Packing List
- Phytosanitary Certificate for plants and plants products shipment
- Import Permit for classified commodities (please refer page 7)
- Proof of purchase for the goods
- Shopping cart

The Importer must provide the below requirements:

- TIN- Tax Identification Number (ID for residents and Passport for foreigners)
- Companies should have their Tax Identification Number activated for import with e-services
- Companies should have their Tax Identification Number registered with e-services



! IMPORTANT NOTES



- Personal Effects shipments are dutiable but exempted for returning students, diplomats and overseas workers.
 - Upon return and presenting themselves in person with required documents (visa and appointment letters).
- Repair & Return shipments attracts duty/ tax on the repair amount- all receipts, warranties, serial number, evidence or repaired item to be part of the shipping paperwork.
- Temporary imports will incur duties and VAT, however if re-exported within stipulated time the taxes will be refunded.
- Gifts shipment attracts duty depending on value and commercial invoice should indicate market value.
- Shipment for embassies, excluding diplomatic mail attract duty however such goods will be exempted from duties and taxes when rebate has been applied through to Director General, Botswana Unified Revenue Services.
- There are other shipments like Laptops, Batteries, Cartridge, Pumps etc. attracts fee for Imports Quality Monitoring Scheme. Import batch certificate are issued complying consignments and non-complying consignments are denied entry based on critical nature of non-conformity. The fee is based on value of the shipment.
- A commercial invoice must indicate country of origin for the goods, proper full description of goods (name and material), itemized, unit value and total value of goods.



PHARMACEUTICAL AND MEDICINES



(including medical devices)



In accordance with the Ministry of Health, medicinal products must be registered with the Botswana Medicines Regulatory Authority.



An import permit issued by the Department for Animal Health, part of the Ministry of Agriculture, is required before veterinary medicines can be imported.



Regulations are in place concerning the registry and labelling requirement for medical products, which may also require a Health Certificate. A Health Certificate is also required for sample medical supplies.



All medicines must meet the labelling and packaging requirements set in the health act as per ministry of health.

GOODS FOR THE IMPORT OF WHICH A PERMIT IS REQUIRED

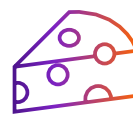
Restricted imports/exports are goods, which require a license or permit issued by or on behalf of a competent authority to be imported or exported.



Medicinal products



Electrical products



Food products



Agricultural products



Automotive products



Chemicals products



Building products

Importer should confirm product requirements with the relevant authority before exportation, all require the above require standard compliance certificate from a competent authority from origin country to apply for compliance with Botswana Bureau of Standards (BOBS)



PROHIBITED GOODS

Prohibited imports are goods that whose importation is not allowed unless required and permitted as an exhibition in a court of law.



Dangerous Drugs including Cannabis, Heroin, Marijuana, Cocaine, Mandrax



Hazardous Wastes



Goods prohibited under the Convention on International Trade in Endangered Species of wild fauna and flora



All FedEx prohibited items

** Exchange rate of the day is used.





MALAWI

Lake Malawi, Malawi

MALAWI



IMPORT GUIDE



Gateway

Lilongwe and Blantyre



Shipping Mode

Air & Road



FedEx Clearance

Yes



Broker Handover

Possible



DDP

Yes



DE Minimis

MWK 100 000
(Approximately \$57)

DOCUMENTATION



The following documentation is required to complete the clearance of a shipment into Malawi:



Documentation requirements

- Air Waybill
- Commercial Invoice
- Packing List
- Certificate of Origin (F18) of 5% of duty is to be waived
- Phytosanitary Certificate for plants shipment
- Import Permit for classified commodities (Please see section “Goods for Import where permit is required”)
- COMESA Certificate to save up to 30% duty amount
- SADC Certificate to save up to 50% of duty on shipments originating from SADC

The Importer must provide the below requirements:

- TPIN- Tax Payers Identification Number
- Customs Broker Authorization Form – should be stamped by Importer
- If Importer does not have TPIN, Importer must apply to customs at no cost and must present National Identity Card or Passport when applying to customs
- Tax Clearance Certificate - TCC
- Withholding Tax Exemption Certificate – WHTEC



! IMPORTANT NOTES



- Personal Effects shipments are dutiable.
- Repair & Return shipments attracts duty on the repair amount- all receipts, warranties, serial number or evidence or repaired item to be part of the shipping paperwork.
- Temporary imports will incur duties and VAT, however if re-exported within six Months the taxes will be refunded.
- Gifts shipment attracts duty depending on value.
- Shipment for embassies, excluding diplomatic mail attract duty however such goods will be exempted from duties and taxes when waiver has been applied through to Director General, Malawi Revenue Authority, Msonkho House, Private Bag 247, Blantyre Malawi.
- Customs processing fee is K30,000.00** approximately (USD17,65).
- Shipments whose value exceed K300,000.00** approximately (USD176,47) attract Destination Inspection Fee of K45,000.00** approximately (USD26,47) on top of the duties.
- If the Importer does not have, TCC or WHTEC there will be extra 10% of Advance Income Tax (AIT) on top of the normal duties.
- There are other shipments like Laptops, Batteries, Cartridge, Pumps etc. attracts fee for Imports Quality Monitoring Scheme. Import batch certificate are issued complying consignments and non-complying consignments are denied entry based on critical nature of non-conformity. The fee is based on value of the shipment.
- A properly completed Form 18-Certificate of origin is required for importer to benefit from preferential rates. This is a declaration of origin and a statement of value on Form 18. A declaration of origin is required for all goods, irrespective of origin. Customs require one copy and can be downloaded from [https://www.mra.mw/assets/upload/downloads/Certificate_of_origin_\(Goods_exported_to_Malawi\).pdf](https://www.mra.mw/assets/upload/downloads/Certificate_of_origin_(Goods_exported_to_Malawi).pdf)
- Currency exchange rate of the day is used.



PHARMACEUTICAL AND MEDICINES



(including medical devices)



In accordance with the Ministry of Health, medicinal products must be registered with the Pharmacy and Medicines and Poisons Board prior to their importation.



An import permit issued by the Department for Animal Health and Livestock Development, part of the Ministry of Agriculture, Irrigation and Water Development, is required before veterinary medicines can be imported.



Regulations are in place concerning the registry and labelling requirement for medical products, which may also require a Health Certificate. A Health Certificate is also required for sample medical supplies.



Certificates of Free Sale (CFSs) are required for: general medical device(s); active implantable medical device(s) and in vitro diagnostic medical device(s) as well as a mixture of the above devices.



A Certificate of Good Manufacturing Practice (GMP) is required to certify that the exporter's manufacturing methods that comply with the requirements of GMP under World Health Organization (WHO) guidelines.



Medicines and medical devices are to bear a label stating the name and address details of the manufacturer.

PROHIBITED GOODS

Prohibited imports are goods that whose importation is not allowed unless required and permitted as an exhibition in a court of law.



Dangerous Drugs including Cannabis, Heroin, Marijuana, Cocaine, Mandrax



Hazardous Wastes



Thin plastics - of a thickness of less than 60 micrometers



Goods prohibited under the Convention on International Trade in Endangered Species of wild fauna and flora



All FedEx prohibited items

GOODS FOR THE IMPORT OF WHICH A PERMIT IS REQUIRED



Restricted imports/exports are goods which require a license or permit issued by or on behalf of a competent authority to be imported or exported.

The goods specified in the Schedule below are restricted, as follows:



Soya beans, meals, and all other forms



Cotton lint, seed seedcake and all other forms



Oil seeds, oil meals, oil cake and offal's and residues from oil seeds



Grain of any variety, including rice, barley, beans, and groundnuts in all forms including meals, flours, and residues



Maize including - Dried maize on or off malt, crushed maize or samp; but excluding green maize on the cob. Maize meal, including maize grits, maize cones, hominy chop or maize offal's, munga or munga meal (millets) and rupoko meal and grams, excluding green grams and black grams



Sorghum, including meals and malt



Fruit and vegetables



Salt



Hides and skins in processed and non-processed form



Eggs of poultry, whether in shell, pulp or dried form; eggs of wild birds, live poultry, including day-old chicks and live fish (including the eggs and spawn thereof). Wild animals, wild animal trophies and wild animal products



Cement



Refined Cooking Oil



Laundry Soaps



Liquor in Sachets



Fresh Milk

Anyone found importing these products without an import license will be liable to prosecution in accordance with the provisions of the relevant Laws of Malawi. For more information, please contact the Ministry of Trade on +2651 770 244.

MALAWI CUSTOMS FORM SAMPLES



**Malawi
Revenue
Authority**

CUSTOMS & EXCISE DIVISION
CUSTOMS AGENT/BROKER AUTHORIZATION FORM

To the Commissioner General:

Pursuant to the provisions of Section 127 of the Customs and Excise Act, I/We hereby submit the following authorization certification to have the under-mentioned Agent/Broker act on my/our behalf for Customs purposes. To this effect I/We provide the following details:

**I. IDENTIFICATION OF COMPANY / INSTITUTION AUTHORIZING
AN AGENT / BROKER TO ACT ON THEIR BEHALF**

Name: TIN:

Physical Business Address:

Postal Address:

Telephone: Fax:

E-mail Address:

II. AUTHORISATION

I/We the undersigned, hereby authorize to act on our behalf in all manners relating to Customs import/export clearance, including signing of the following documents:

Form 12 Form 19 Form TAA.4 Form TAA.5

Other (Please specify)

Any and all acts carried out by on our behalf shall have the same effect as acts of our own.

NB: This form must be signed by the Chief Executive Officer or any other authorized senior executive, and duly include the official company stamp/seal or the owner of the imported/exported goods or their authorised representatives.

-
- This form must be completed in duplicate with first copy retained by the principal and the duplicate retained by the agent
 - The duly completed form must be attached to the respective Customs Declaration in the ASYCUDA system

1

MALAWI CUSTOMS FORM SAMPLES



Name of Signatory (PLEASE PRINT): 	
Signature: Date:	
<i>This authorization is valid for the above detailed consignment or until further written notice.</i>	

III. VALIDITY OF AGREEMENT/AUTHORISATION

This agreement/authorisation is made for the following transaction:		
Invoice Number:	Dated:	Value:
<i>This authorization is valid for the above detailed consignment or until further written notice.</i>		

IV. AGENT/BROKER DETAILS

The undersigned, being a duly licenced Customs Agent/Broker under Section 128 of the Customs and Excise Act, do hereby accept the appointment as a Customs Agent/Broker for:

.....
Name & Address of Appointee)

Name: TIN:

Company Name (if applicable):

Postal Address:

Telephone: Fax:

Email Address:

Signature	Company Stamp/Seal
Name of Authorised Customs Agent's Signatory (PLEASE PRINT):	

V. GENERAL CONDITIONS

The applicant/Customs Agent agrees to notify the Commissioner General within 24 hours of any changes in the following situations:

1. Termination of the agreement by either party as long as the stated transaction has not been processed.
2. Change in the appointee's or agent/broker address.
3. Change in the appointee's or agent/brokers name.
4. Cessation of business with Malawi Revenue Authority.
5. In case of bankruptcy of the appointee or the agent/broker.
6. Where the appointee or the agent/broker are convicted of any offence punishable under the Customs, taxation or criminal legislation.

Note: By signing this application form, the applicant agrees to comply with all and every condition listed in (1) to (6) above.

- This form must be completed in duplicate with first copy retained by the principal and the duplicate retained by the agent
- The duly completed form must be attached to the respective Customs Declaration in the ASYCUDA system

CERTIFICATE OF ORIGIN NOTES



- Goods wholly grown or produced to their last process or manufactures in the countries set out below may be eligible for preferential duties.
 - Member states of the European (economic) community.
 - A.C.P (African Caribbean and Pacific) states, being contracting member of the ACP/EEC Convention of Lome 1975.
 - An independent country of the commonwealth, any dependent territory, protectorate state of such independent country, or a territory administered by the government of such independent country under the trusteeship system of the United Nations.
 - Contracting states to the general agreement on tariffs and trade (GATT).
- For the purpose of part A and of this Note the term Manufacture is deemed not to include such operations as, inter alia, diluting, packaging, bottling, drying, assembling (i.e. the mere putting together of finished parts), sorting, cleaning, mixing or blending which does not result in the formation of a different product, heating does not bring about permanent change, and the mere subdivision of an otherwise finished article.
- The actual factory cost means solely the factory cost of such goods in their finished states as represented by expenditure in material produced and/or labour performed and that in the calculation of the following items have been excluded: manufactures profit, or remuneration of any trader, agent, broker, or other person dealing in the goods in their finished condition royalties, customs or excise duties paid in respect of the goods or materials contained in such goods: cost of outside packages or any cost of packing the goods there into; any cost of conveying, shipping or insuring the goods or other administration, selling or distribution expense incurred in connection with the goods subsequent to their manufactures, in case of goods which have at some state entered into commerce or undergone a process of manufacture in a foreign country, only that material and/ or labour which is added to or expanded on the goods after final to the country shall be regarded as the producer or manufacture of that country in calculating the percentage.
- The general layout of this form maybe varied to suit convenience in printing or reproduction (e.g. it may be set up as part of an aligned series such as the E.C.E layout key or may be modified for incorporation into or on commercial invoices) provided that all the data and the certificate in full are included on whatever kind of form is found to be most convenient.



CERTIFICATE OF ORIGIN



Form 18

GOODS EXPORTED TO MALAWI – CERTIFICATE OF ORIGIN

I, the undersigned being, _____ (status – e.g. Sales Manager,
Partner, Secretary, etc.) of _____ Name of Grower

Manufacturer producer processor seller supplier

(place "X" in appropriate box) of _____ (place and country)
being duly authorised and having the means of knowing, do hereby certify that:-

PART A to be completed
in all cases.

(A) the goods of the description, quantity, weight and the value
set out hereon were wholly grown or produced or were
subjected to their last process of manufacture in
_____ (name of country)

PART B applies only to
manufacturers eligible for
preferential duties (see
Note 1 on reverse hereof)

(B) (i) the expenditure in material produced or on
labour performed in the said country was
not less than _____ per cent of the actual factory
cost (as defined in Note 2) of the goods in their
finished state; and

(ii) for textile fabrics in the piece, the following processes
were performed in the said country

I further declare that I will furnish to the Customs authorities of Malawi or to their nominee for inspection at any time such accounts and other evidence as may be requested for the purpose of verifying the correctness of this certificate or of any part of it

Date: _____

Signature: _____

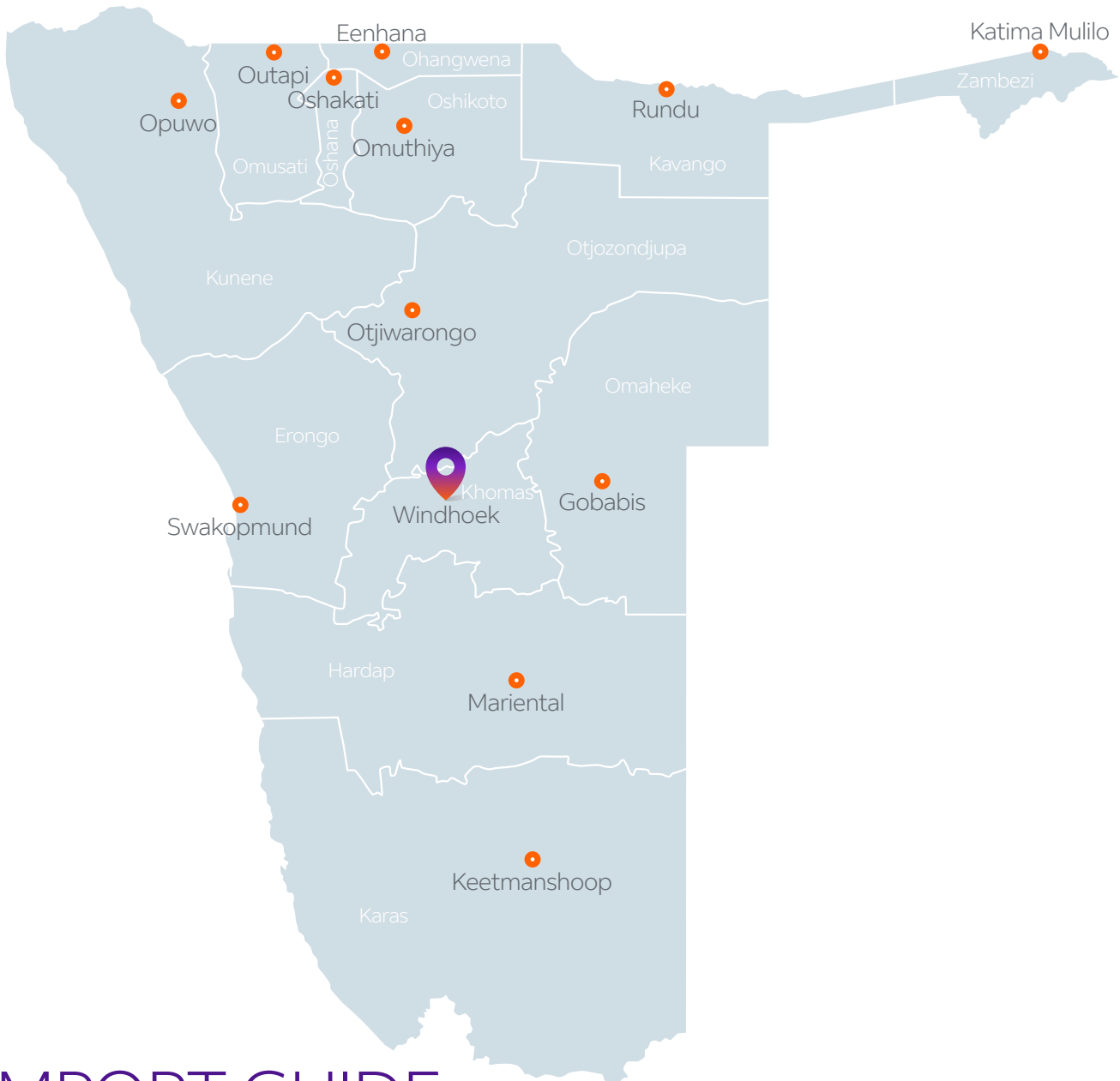
Description of goods	Quantity	Weight (KG)	Value	Invoice no. And date



NAMIBIA

Quiver tree, Namibia

NAMIBIA



IMPORT GUIDE



Gateway
Windhoek



Shipping Mode
Air & Road



FedEx Clearance
Yes



Broker Handover
Possible



DDP
Yes



DE Minimis
N\$500
(Approximately \$26)

DOCUMENTATION



The following documentation is required to complete the clearance of a shipment into Namibia:

1

Air Waybill

2

Commercial Invoice

3

Packaging List

Documentation requirements

For Clearance of shipments from China, the following is required:

- Commercial Invoice (Not FedEx system generated)
- Proof of Payment
- Shopping cart or Purchase order
- Receivers bank documents (TVS)
- Receiver completed clearing instruction

For Clearance of shipments from all other countries, the following is required:

- Commercial invoice (Not FedEx system generated)
- Receivers bank documents (TVS)
- Receiver completed clearing instruction





IMPORTANT NOTES

- Shipments repaired under warranty require the export documents (which is the 550 SAD customs release notification, customs worksheet, Air Waybill, and all invoices), plus the original DA65 (this is only required when the faulty items/parts have been exported back to the original supplier).
- Warranty agreement: shipments that have a cost of repair require the export documents VAT other fees are applicable on the repair cost.
- Replacement items/parts are the same as new items. The true and correct value needs to be verified and the value must be declared according to the replacement items/parts. The following documents are required and must be produced:
 - A full and complete set of original first import documents (which is the 500 SAD, Customs release notification, Customs worksheet, Air Waybill, packing list and all invoices).
 - A full and complete set of export documents (which is the 550 SAD, Customs release notification, Customs worksheet, Air Waybill, and all invoices).
 - The original DA65 (this is only required when the faulty items/parts have been exported back to the original supplier).
 - A supplier's price list is of the utmost importance if the replaced items/parts have originally been imported as part of a machine/unit, and the replaced items/parts must be highlighted on the Price list for ease of reference.
 - If the replaced items/parts do not appear on the original first Import Invoice, then that replaced items/parts must be highlighted on the invoice, for ease of reference.
 - Commercial Invoices are required and should include itemized details of each commodity/item, quantities, and a value break per item. Customs requires an original CI on company letterhead and should reflect the complete suppliers/buyers address and contact details. Electronic Commercial Invoices (generated by FedEx customer automation platforms) and handwritten invoices are not accepted.
- The importing company's VAT number is required for import processing of goods into Namibia. If the VAT number is not provided or it cannot be obtained, clearance of the shipment may be delayed. ID/Passport number is required for private individuals importing into Namibia.
- Electronic Commercial Invoice (ECI)/generic customer automation produced invoice and Pro Forma Invoices are not accepted.

IMPORT PERMITS



Namibia requires an import permit for many goods. Before exporting any item, senders should confirm that the consignee has the necessary permit. Senders should determine import restrictions from Namibian authorities before exporting:



Animal products



Bees



Beeswax and hive-frames



Cheese



Cotton, raw



Drugs: prescription



Foodstuffs



Firearms



Firearms, imitation



Leeches



Liqueurs



Meat



Military equipment



Parasites and insect killers



Plants and parts of plants



Rice



Seeds and bulbs



Serums, vaccines and cultures of micro-organisms



Silkworms



Tobacco, raw



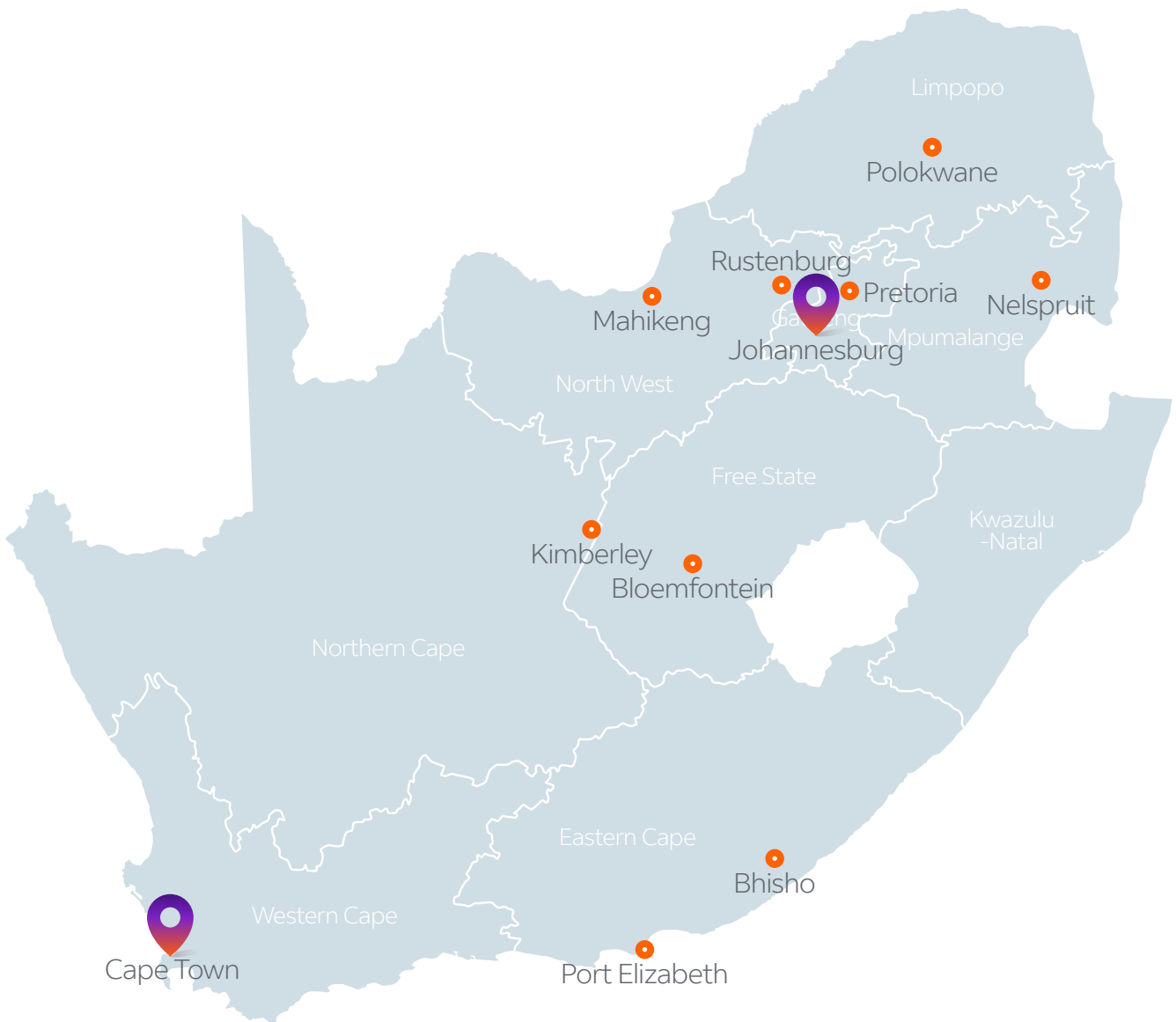
Yeast

An aerial photograph of Cape Town, South Africa, showing the city built on a hillside with the flat-topped Table Mountain in the background. The ocean is visible in the foreground, and a large stadium is situated near the coast. A purple-to-orange gradient bar is overlaid across the middle of the image.

SOUTH AFRICA

Cape Town, South Africa

SOUTH AFRICA



IMPORT GUIDE



Gateway

Johannesburg and
Cape Town



Shipping Mode

Air & Road



FedEx Clearance

Yes



Broker Handover

Possible



DDP

Yes



DE Minimis

ZAR 500.
(Approximately \$26)

DOCUMENTATION



The following documentation is required to complete the clearance of a shipment into South Africa:

1

Air Waybill

2

Commercial Invoice

Documentation requirements

- Air Waybill
- Commercial Invoice - Full supplier and receiver details; Clear split description / HS code of items; Line values of each item on invoice; Invoice total; COO; Currency; Incoterms
- ITAC Permit required for USED items / Tires / Oil / Synthetic liquids.
- EURO 1 - only applicable for Tariff rebate (COO)
- DA304 & passport copies required for personal effects being returned
- Warranty Agreement required for shipments being sent under Warranty
- Export documents required for shipments returning in Same State / repair and return shipments
- Repair and Return shipments à requires a commercial invoice with the item value and the repair cost

Clearance Requirements

- A South African Identification Number or a passport number for foreign nationals/tourist is required if addressed to a private individual.
- All Shipments exceeding a value of ZAR 500.00 require an Importer's code for registered companies.
- The importing company's VAT number is required for import processing of goods into the Republic of South Africa. If the VAT number is not provided or it cannot be obtained, clearance of the shipment may be delayed.





IMPORTANT NOTES



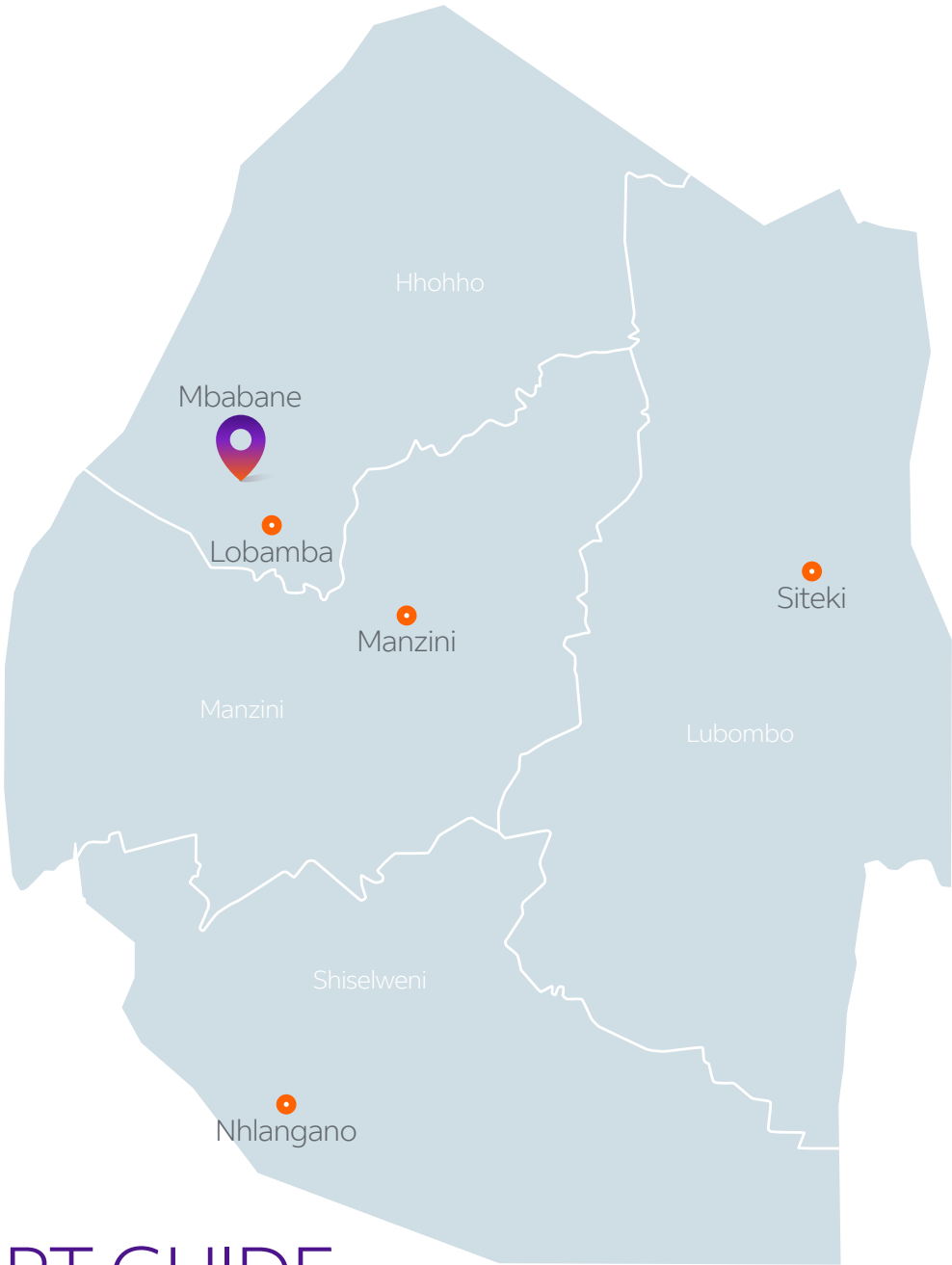
- The consignee email address and contact phone number must be provided on the Commercial Invoice or on the Air Waybill for clearance contact purposes.
- All Shipments exceeding a value of ZAR 500.00 require an Importer's code for registered companies.
- All shipments valued over ZAR 500.00 will require one (1) extra day for clearance.
- Shipments valued less than ZAR 500.00 may be randomly stopped by customs. Additional paperwork (suppliers price list and purchase order and proof of payment) may be asked for to confirm true and correct value.
- Customs consider all shipments dutiable and taxable, including items not for resale, sample, items of no commercial value, loaned items, promotional items, exchange items, personal effects, and warranty repairs. The true and correct value should be always declared. Air Waybill and Invoices must be clearly marked.
- Temporary Imports: A provisional payment must be lodged with South African Customs for VAT/Duty prior to clearance submission. Shipment will be stopped by Customs to assess serial numbers and markings. Stop process may take 5-7 days. The shipment must be re-exported out of South Africa within 6 months to claim the VAT/Duty deposit back from Customs. FedEx is to be notified of re-export, since goods are to re-export under customs supervision. The shipment will be stopped by Customs on exportation for verification that the same items are being re-exported. This claim may take between 2-3 months to finalize with Customs.
- To get the EU Preferential rates, the wording "Issued Retrospectively" must be stated on the Supplier Invoice, Commercial Invoice, and the EUR 1 Certificate.
- All non-document shipments, regardless of value including those for private individuals, must be accompanied by a Commercial Invoice.
- Commercial shipments require: The Invoice is to be on company letterhead, full consignee's name/surname (for delivery), importer information if different from consignee, fair market value and importers number/importers code and passport number for foreign citizen.
- Electronic Commercial Invoice (ECI)/generic customer automation produced invoice and Pro Forma Invoices are not accepted.
- Commodities such as Hair, Wigs, Synthetic hair, Mobile phones, Electronics, and clothing typically attract additional scrutiny. These items should be listed on the Air Waybill and Commercial Invoice with a true and correct value for each that matches the importer's payment to the suppliers. If discrepancies are found, customs will assess heavy penalties on mis-declared shipments which will be billed back to the shipper.
- All shipments with a value exceeding ZAR 500.00 are classified as high value shipment. Duty and taxes will be assessed by Customs according to the commodity code and the value listed on the Air Waybill and Commercial Invoice.
- Shipments not cleared within 14 days from arrival will be detained in the Customs State Warehouse. Storage, retrieval fees and penalties for late clearance is payable prior to retrieval of such shipments from the state warehouse.

An aerial night photograph of Mbabane, Swaziland. The city is illuminated with streetlights and building lights, creating a vibrant scene. In the foreground, a large, modern building with a prominent glass-enclosed cylindrical tower stands out. The city is surrounded by rolling hills and mountains, some of which are also lit up. The overall atmosphere is that of a bustling urban center at dusk.

SWAZILAND

Downtown of Mbabane Swaziland

SWAZILAND



IMPORT GUIDE



Gateway
Mbabane



Shipping Mode
Air & Road



FedEx Clearance
Yes



Broker Handover
Possible



DDP
Yes



DE Minimis
USD 1

DOCUMENTATION



The following documentation is required to complete the clearance of a shipment into Eswatini (Swaziland):

1

Air Waybill

2

Commercial Invoice

3

Packaging List

Documentation requirements

- All personal Importers need to have ID number on the Commercial Invoices, this is used for individual clearance when exporting and importing in and out of Swaziland. Any non-nationals may use passport number for clearance purposes, also to be included on the Commercial Invoice.
- All Company imports need to have a TIN (Tax ID Number) on the Commercial Invoices, this is used for individual clearance when exporting and importing in and out of Swaziland.
- Make sure to include importers contact numbers on the Commercial Invoice or Waybill.
- ECI - Electronic FedEx generated invoice is not accepted.
- All importing companies that would apply for rebates such as NGO's, non-profit or humanitarian organizations as well as shipments imported by royalty can start processing rebates soon after purchasing shipment. Shipper should immediately inform consignee once the shipment starts moving to start processing the rebate ahead of the shipment arriving in SZ.
- Passport copies/work or residential permit or study permit is required for personal effects being returned.
- Warranty Agreement required for shipments being sent under Warranty.
- Export documents required for shipments returning in Same State/ Repair and Return shipments.
- Repair and Return shipments requires a commercial invoice with the item value and the repair cost.
- Pharmaceutical/Medication, a permit is requires from Ministry of Health.

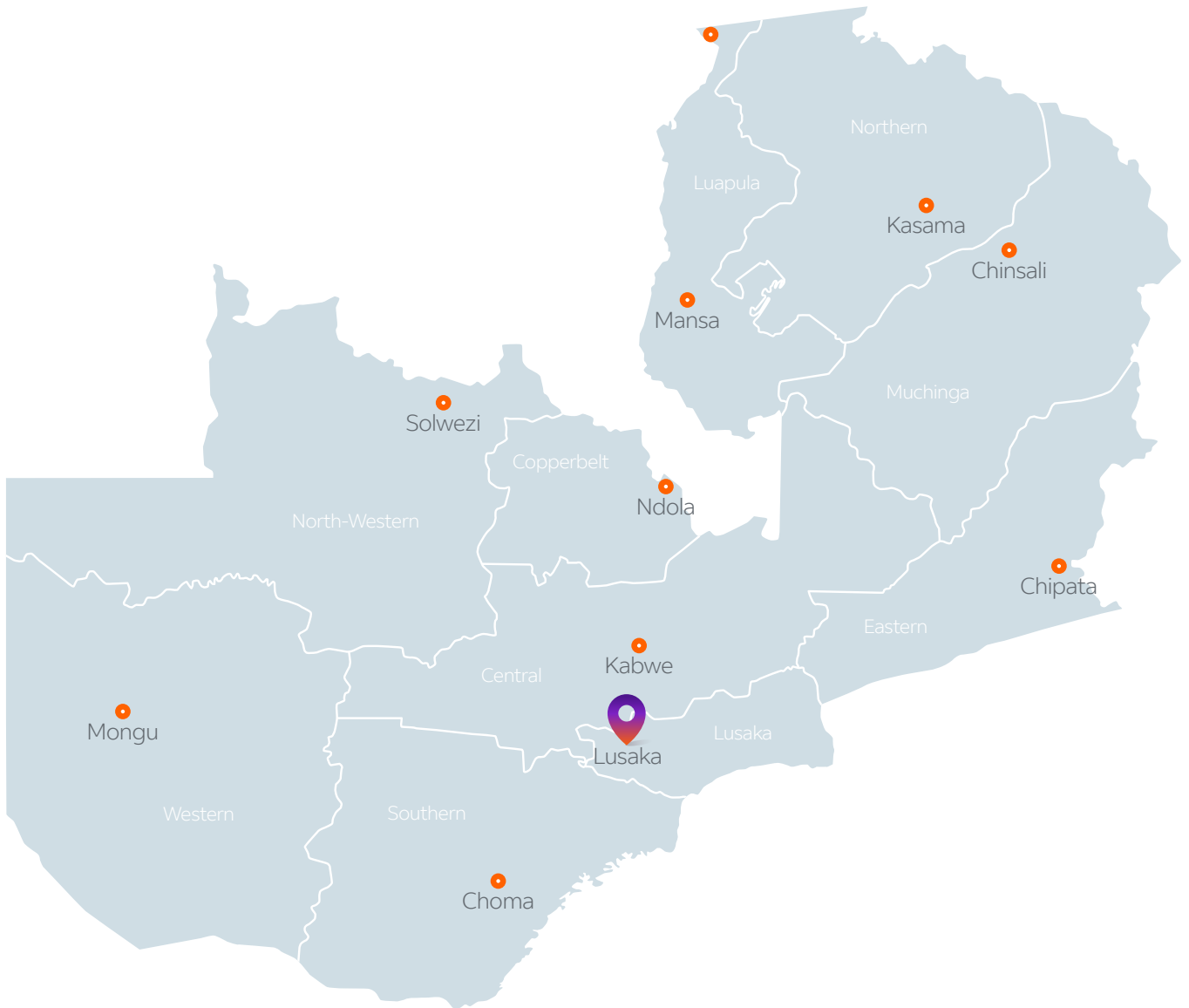




ZAMBIA

Zambezi River, Zambia

ZAMBIA



IMPORT GUIDE



Gateway
Lusaka



Shipping Mode
Air & Road



FedEx Clearance
Yes



Broker Handover
Possible



DDP
Yes

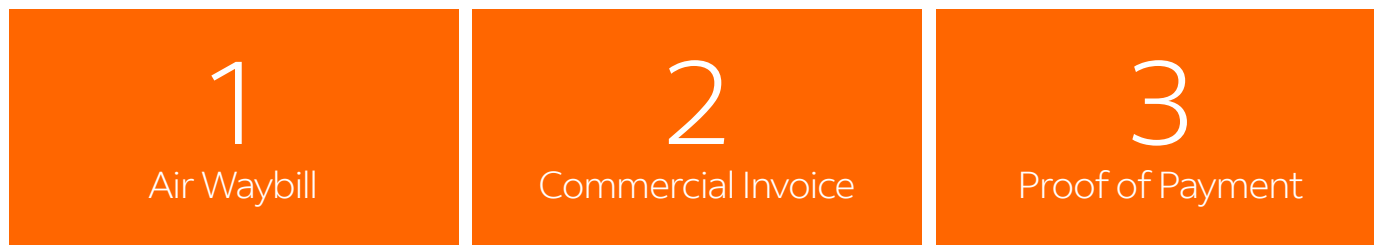


DE Minimis
USD 1



DOCUMENTATION

The following documentation is required to complete the clearance of a shipment into Zambia:



CLEARANCE REQUIREMENTS

Importer must provide the following:

- Tax clearance certificate required from Importer
- TPIN – Taxpayers Identification Number is required from the Importer (Ensure this is included on the Air Waybill or Commercial Invoice)

Clearance Information:


- All electronic communication equipment and sub-components must be certified by the Zambia Information Communications Technology Authority (ZICTA) and requires a Typical Approval Certificate that must be accompanied with the shipment. Failure to comply may cause the shipment to be impounded at the consignee's own cost.
- Commodities such as: hair, wigs and synthetic hair are typical items that attract additional scrutiny. These items should be clearly indicated on the Air Waybill and Commercial Invoice with a true and correct value of items that match the importer's Proof of Payment (seller receipt) to the suppliers. These shipments are required to have the Proof of Payment included with the Air Waybill and Commercial Invoice documents on the package. These commodities will be stopped for physical inspection on arrival. Please expect delays.
- Medicine requires approval/permit from the Medicine Regulatory Authority. Permit issue takes 5-7 days. Importers should apply for approval or permit prior to shipping; the permit should be available. Recommended: to attach a copy of the prescription to avoid further clearance delays. Medical Regulatory Authority will request physical inspection on arrival of the shipment in Zambia, please expect delays.
- All food items may require Ministry of Health verification.
- Items that are in powder form require verification by Drug Enforcement Commission (DEC).

After 5 days of non-clearance, Customs will issue a RIH (Receipt for items held). Importer will then have 5 days to assist with clearance or the goods will be seized by Customs.



ZAMBIA CUSTOMS FORM SAMPLE

When appealing with Customs regarding a dispute, an Appeal Form is required. Please see sample.


**ZAMBIA
REVENUE
AUTHORITY** | *Customs Services
Division*

KKIA GENERAL OFFICE APPEALS

IMPORTER'S NAME:

AWB/COURIER DETAILS:.....

GOODS DESCRIPTION:.....

PORT ASSESSMENT:

DECLARED VALUE.....

GROUND OF APPEAL & JUSTIFICATION

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RECOMMENDATION BY ASYCUDA:

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OFFICER'S NAME & SIGNATURE _____ DATE: _____

DECISION/RULING

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