

**Burundi**

| Goods  | Documents Required   | Remarks   |
|--|--|---|
| <b>Personal Effects<br/>- Diplomats</b>          | <ul style="list-style-type: none"> <li>➤ Copy of inventory list;</li> <li>➤ Invoices for commercial goods;</li> <li>➤ Exoneration or authorized clearance.</li> </ul> <p>Documents necessary for authorized clearance:</p> <ul style="list-style-type: none"> <li>➤ Copy of diplomatic passport or standard passport for NGOs;</li> <li>➤ Inventory list, valued in USD or EUR;</li> <li>➤ Invoices for commercial goods.</li> </ul>   | <p>After submitting the exoneration or authorised release, clearance takes approximately 2 days for sea and road shipments and 1 day for air shipments.</p> <p>Unloading is monitored by a customs agent and a Borders and Foreigners Air Police agent for sea and road shipments.</p> <p>No taxes are generally charged, but some NGOs are not completely exonerated and their shipment will be subject to the RAD (<i>Redevance Administrative et Douanière</i>): 0.5% of CIF value.</p> <p>To obtain the release application and exoneration: organisations often prefer to ask for a release, which takes approximately 2 days. This application must be submitted to the Ministry of Economy and Finances.</p> <p>Once the document is obtained, the shipment can be released and delivered to the client.</p> <p>Exoneration will be requested from the Ministry of Foreign Affairs in order to regulate the dossier.</p> <p>Diplomats or employees of NGOs must be present in Burundi for exoneration to be granted. It is not advisable to send shipments to people not yet in Burundi.</p>   |
| <b>Personal Effects<br/>- Expatriates</b>        | <ul style="list-style-type: none"> <li>➤ Copy of inventory list;</li> <li>➤ Invoices for commercial goods (or personal effects);</li> <li>➤ Copy of passport (for individuals);</li> <li>➤ Exoneration.</li> </ul> <p>Documents necessary for obtaining exoneration:</p> <ul style="list-style-type: none"> <li>➤ Copy of passport;</li> <li>➤ Valued inventory list in USD or EUR;</li> <li>➤ Invoices (for commercial goods);</li> <li>➤ Packing list;</li> <li>➤ Work contract, letter of employment, etc.</li> </ul> <p>Each case is treated individually, and will require different documents. It is the client's responsibility to apply for exoneration. AGS can help with the process: feel free to contact us for rates.</p> | <p>Clearance takes approximately 4 days for sea and road shipments and 3 days for air shipments after the submission of the exoneration or authorised release.</p> <p>Unloading is monitored by a customs agent and a Borders and Foreigners Air Police agent for sea and road shipments.</p> <p>Exonerated shipments are not taxed but non- diplomatic shipments are not 100% exonerated. Shipments can be subject to:</p> <ul style="list-style-type: none"> <li>➤ RAD (<i>Redevance Administrative et Douanière</i>): 0.5% of CIF value;</li> <li>➤ PF (<i>Prélèvement Forfaitaire</i>): 4% of CIF value + RAD;</li> <li>➤ TT (<i>Taxe de Transaction</i>): 17% of CIF value + RAD + PF.</li> </ul> <p>For electrical and electronic appliances, only one item per category is allowed.</p> <p><b>NB: Alcohol, tobacco and new effects are not considered to be personal effects and will be heavily taxed.</b></p> <p>Exoneration can be obtained from the Ministry of Economy and Finances. The exoneration will be granted or refused by a group (<i>cellule d'exonération</i>) of people that meets 3 times a week.</p> <p>The exoneration is not automatic and can be denied, in which case customs duties will apply depending on the imported goods (from 10% to 40%). The RAD, PF and TT will apply on the shipment value, plus duties</p> |
| <b>Personal Effects<br/>- Burundian Citizens</b> |  | <p>Burundian citizens must follow the same procedure as expatriates. They must apply for exoneration from the exoneration committee (<i>cellule d'exonération</i>). If granted, only customs duties will be exonerated and the RAD, PF and TT will still apply.</p> <p>It is complicated for a Burundian citizen to obtain exoneration. Storage charges will apply.</p>   |

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|---|---|--|
| <b>Personal Effects – Burundian Citizens (continuation)</b> |   | <p><b>Diplomats:</b><br/>                     Diplomats returning to Burundi are exonerated. As for foreign diplomats, the client must apply for authorized release before obtaining exoneration. To obtain exoneration, the diplomat must be in Burundi and the Ministry of Foreign Affairs will issue a certificate stating that the client works as a diplomat.</p> <p>It is complicated for a Burundian diplomat to obtain the authorized release as well as the exoneration. Storage charges will apply.</p> <p>No shipment will be delivered before submission of the exoneration and regulation of the dossier.</p> |
| <b>Motor Vehicles</b>                                       | <ul style="list-style-type: none"> <li>➤ Details of the vehicle, chassis and engine number;</li> <li>➤ Invoice or certificate of sale;</li> <li>➤ Property certificate or vehicle documents.</li> </ul> | <p><b>Only diplomats and some NGO workers</b> are exempted from taxes.</p> <p><b>A law to prohibit right-hand drive vehicles</b> is being drafted. Contact us for details.</p>   |
| <b>Prohibited Items</b>                                     |   | <p>An <b>import permit</b> will be required for <b>pets</b>.</p> <p><b>Firearms and drugs</b> are strictly forbidden.</p>  |