

			Zambia
Goods	Documents Required	Customs Prescriptions	Remarks
Removal Goods - returning Zambian citizens including Diplomats	<ul style="list-style-type: none"> ➤ Documents required prior to household goods and personnel effects ➤ Certified copy of passport ➤ A letter stating the reason for leaving the country of origin ➤ A letter stating the reason for coming back to the Zambia ➤ Packing list in English (No abbreviations) ➤ Valued Inventory list in English (not insurance value. A detailed value per item is required if shipments transit through South Africa. These must show individual values for all electrical appliances and vehicles) 	Returning residents must have been out of Zambia for a minimum of 2 years to qualify for "Duty & Tax Free" entry. The goods must be imported within 6 months of return date. Failure to do so results in "Duty and Taxes" applying. New items are subject to Import Duties & Taxes + VAT	<ul style="list-style-type: none"> ➤ All documents' copies (passport, contracts, letter of employment, etc...) MUST be certified by the Zambian High Commission in the country of origin or by a commissioner of Oath. ➤ The shipper must be in the country when the goods arrive. ➤ Original passport is sometimes required. Household Goods and Vehicles must be cleared separately and will incur as many customs clearance fees as the number of customs entries. A shipment containing Household goods+ a car + a trailer will require 3 different customs entries. Please contact us.
Removal of foreign temporary Residents (holders of foreign Passport + work & resident permit)	<ul style="list-style-type: none"> ➤ Certified Copy of passport, showing date of entry in Zambia. ➤ Certified Copy of Work Permit (not temporary work permit). ➤ A letter of employment or Contract from employer. ➤ Packing List in English (no abbreviations) ➤ Valued Inventory list in English (not insurance value. A detailed value per item is required if shipments transit through South Africa. These must show individual values for all electrical appliances and vehicles) 	Same as above for rates.	Same as above
Diplomats' removal	<ul style="list-style-type: none"> ➤ Copy of diplomatic passport. ➤ Diplomatic Clearance completed by the Diplomatic representation and countersigned by the Department of Foreign Affairs in Zambia. ➤ Copy of inventory and value 	Duty and Tax free by Diplomats.	<ul style="list-style-type: none"> ➤ The Shipper must be in Zambia prior to the arrival of his goods as he must first officially register at the Zambia Department of Foreign Affairs ➤ Diplomatic shipments can only be cleared in Lusaka. They must therefore be Removed In Bond (RIB) from the boarder to Lusaka terminal ➤ An extra Bond Fee of USD 100.00 applies. ➤ The clearance process takes between 3 to 5 days depending on the approval from the Ministry of Foreign Affairs and the shipment must therefore be offloaded from the truck to avoid "Truck standing time". Additional charges for grounding and reloading will apply and be invoiced accordingly.
Car/s, Caravans, Motorbikes Quads, Trailers and Boats	<ul style="list-style-type: none"> ➤ Original Certificate of registration and ownership ➤ Purchase invoice or letter of sale in English. ➤ Valuation certificate ➤ Police clearance certificate (Interpol) ➤ Certified Copy of passport, showing date of departure & date of return <p>For diplomats</p> <ul style="list-style-type: none"> ➤ Diplomatic Clearance completed by the Diplomatic representation and countersigned by the Department of Foreign Affairs in Zambia. 	<p>Returning nationals having lived abroad for more than 2 years are allowed to import one motor vehicle duty and tax free provided the vehicle was registered in the shipper's name in the country of origin.</p> <p>Temporary foreign residents are allowed to import one motor vehicle duty and tax free within the first six months of their arrival in Zambia (date of issue of work permit) provided that the vehicle was registered in the shipper's name in the country of origin prior to shipping. Other vehicles are subject to Taxation.</p> <p>The Zambian Customs value stands and the duties are calculated and must be paid in Zambian Kwacha prior to leaving the border. The current rates based on CIF value are 25% duties + 20% excise duties + 17.50% VAT on the cumulated total.</p> <p>Foreign diplomats may import Duty and Tax free two (2) maximum per diplomat.</p>	<ul style="list-style-type: none"> ➤ Although vehicles imported by returning Zambian Diplomats are NOT duty and Tax free, the Department of Foreign Affairs payes those Duties and Taxes on behalf of the returning Diplomat by means of Voucher ➤ The issuing of such vouchers takes up to 3 months from the date of entry ➤ The vehicle cannot get cleared before the voucher is issued ➤ Vehicles belongings to returning Zambian Diplomats can only be cleared in Lusaka. They must therefore be Removed In Bond (RIB) from the boarder to Lusaka terminal. ➤ An extra Bond Fee of USD 100.00 applies per vehicle.