



TOGO



CUSTOMS REGULATIONS AND INFORMATION FOR IMPORTS

HOUSEHOLD GOODS AND PERSONAL EFFECTS

Documents Required

- Copy of Passport
- Packing list in French
- Change of Residence Certificate / Letter of Transfer (related to employment)
- Original Bill of Lading (OBL) – no Express Release / Air Waybill (AWB) (2 originals)
- Original valued inventory in French dated and signed by the shipper
- Invoice for all electrical items less than 6 months old
- Resident Permit / Work Permit / Letter of Employment
- Non-sale Certificate (statement that client will not sale his personal effects)
- Bordereau de Suivi de Cargaison (BSC) / Cargo Tracking Note (CTN) to be obtained from shipping line at port of loading

Specific Information

- All documents must be provided to agent 2 weeks prior to arrival of the shipment in order to obtain duty-free clearance in advance of shipment arrival.
- If the shipper is a Diplomat, there is no tax provided a Waiver of Duties and Taxes from the Ministry of Foreign Affairs is obtained.
- If a shipper is a private / expatriate / returning citizen, Customs will levy 10.5 % duties and taxes on the cost, insurance and freight (CIF) value.
- All shipments are subject to inspection by Customs, including diplomatic shipments. .

MOTOR VEHICLES

Documents Required

- Original Registration Card
- Purchase Invoice
- OBL
- Non-sale Certificate

Specific Information

- The duty rates on motor vehicles are as follows:
 - No taxes if diplomatic
 - 53.5 % CIF if private shipper
 - 3.12 % is shipper working for international organizations
- Vehicles should be sent in a separate container from the shipment.

PETS

Documents Required

- Vaccination Record
- Veterinary Health Certificate

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Specific Information

- The Veterinary Health Certificate must be issued within 3 days prior to arrival and state that the animal is and has been free from contagious disease at least 6 weeks prior to departure from the origin country.
- Pets may be transported as accompanied baggage or cargo.
- An Import License is required for animals arriving from certain countries; contact agent for specific information.

RESTRICTED / DUTIABLE ITEMS

- Alcohol (only "Fond de Cave") is accepted (20 bottles)
- The following items may qualify for free import if within the limits indicated by persons at least 15 years of age:
 - Cigarettes (100), cigarillos (100), cigars (50), tobacco (100 g)
- Fruits and vegetables (a Phytosanitary Certificate is required)

PROHIBITED ITEMS

- Firearms and ammunitions (authorization from the territorial administration is required)
- Drugs

CONSIGNMENT INSTRUCTIONS

Recommended: Contact the destination agent to ensure all requirements have been met prior to import, especially for differences regarding air / sea shipments.

IAM Note: *Customs regulations can change at any time with or without notice. This document is provided as a guide and for information only. While IAM has exercised reasonable care in publishing this document, IAM makes no representation, either expressed or implied, as to its accuracy or applicability.*

Helpful Website(s):

http://travel.state.gov/travel/cis_pa_tw/cis/cis_1041.html

<http://www.togoleseembassy.com>