
**CUSTOMS REGULATIONS AND ADDITIONAL INFORMATION
FOR IMPORTS**

HOUSEHOLD GOODS REMOVAL

A. Documents Required

- Airway bill / original bill of lading
- Passport copy
- Residence or work permit
- Original valued inventory
- Invoice for all electrical items less than six months old
- Work contract
- Diplomatic exemption (diplomats only)

B. Specific Regulations

- Household goods and personal effects must be imported within 6 months after arrival or after work/resident permit has been granted to an immigrant.
- Customs officials may demand physical examination of household goods and personal effects.
- For new furniture and household goods, freight charges apply, and invoices are required.
- The bill of lading must be original. Express release bills are not accepted.
- The shipper must be present during customs clearance.
- In order to obtain duty free entry, the shipper's employee in Malawi must apply for a duty exemption. This process can be lengthy so it is necessary to courier the documentation to the local agent in Malawi at the earliest possible opportunity.
- The valued inventory must be dated and signed by the shipper.

Diplomat

- Clearance of diplomatic shipments can start once diplomatic exemption documents have been from the diplomatic organization where the shipper works.
- The mission will apply for the exemption with the local Ministry of Foreign Affairs and will need advanced copies of airway bill / bill of lading and the packing list.

MOTOR VEHICLES

A. Documents Required

- Original registration card
- Work contract
- Passport copy
- Residence/work permit
- Original purchase invoice and proof of ownership
- Original bill of lading

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B. Specific Regulations

- Taxes on vehicle are assessed based on age, power, etc. at approximately 95% to 150% of the Cost, Insurance, and Freight value (CIF).
- The bill of lading must show the following:
 - Chassis number
 - Engine number
 - Cubic capacity
 - Year of manufacture
 - Make
 - Model.
- It is strongly advised that the booking agent or shipper check with the Department of Customs and Excise prior to arrival in order to determine how much they will assess for duties and taxes.
- Duty and import tax must be paid on any motor vehicle acquired from outside Malawi subsequent to one's arrival.

RESTRICTED/DUTIABLE ITEMS

Alcohol

- Alcohol is subject to taxes

Electronics

- One used computer is granted duty free entry.
- New electrical/electronic items and computers are subject to 50% - 150% tax on declared value.

Firearms and Ammunitions

- Firearms may be imported with a special permit from the Malawi territorial administration.

Personal Effects

- New personal effects are subject to 30% to 80% tax on declared value.

CONSIGNMENT INSTRUCTIONS

For household goods and personal effects on behalf of an individual, consignment instructions are as follows:

- Full name of shipper (as stated on passport)
c/o local agent name in Malawi
Address

Important: While consignment instructions are provided above, it is prudent to reconfirm the advised consignment instructions prior to shipping particularly if the client will be importing as a diplomat.



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Recommended: Once the shipment is booked, please fax your pre-alert to the agent office along with a copy of the airway bill / bill of lading, packing list, passport copy, and full contact details of the consignee.

Helpful Tips

- Mark the waybills very clearly “Used household goods and personal effects.”
- Packing list should be in English.
- Do not attach the inventory list used for the insurance purposes with the documents enclosed with the shipment.

PROHIBITED ITEMS

- Firearms
- Ammunition
- Drugs, narcotics

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