



Customs Guide **IVORY COAST**

Information from FIDI Africa

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GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
<p>Removal goods - general</p>	<ul style="list-style-type: none"> ▪ <u>Original</u> change of residence Certificate from local consulate or embassy or city hall. ▪ <u>Original</u> Transfer letter from employer at origin. ▪ <u>Original</u> Employment letter from local employer explaining the client is starting a new contract in Ivory Coast. ▪ Copy of a valid passport. ▪ Ivory Coast Entry visa + entry stamp. ▪ Original valued inventory in French dated and signed by the shipper. With origin and destination address. ▪ Invoice for all electrical items less than 6 months 'old. ▪ Invoices for new items. ▪ Packing list in French. ▪ State of filiation (Etat de filiation) document mentioning the two parents name and date of birth (see form on last page) ▪ Valid Individual Tax Identification Number. ▪ Original BL. ▪ Freight invoice (if OBL not rated). ▪ CTN - Cargo Tracking Note (BSC – Bordereau de Suivi Cargaison) check www.OIC.CI for details or Destination Agent). 	<ul style="list-style-type: none"> ▪ Duty rates on new Household Goods of 30-45% CIF value. 	<ul style="list-style-type: none"> ▪ All non-diplomatic moves are subject to provide with a Tax identification Number. Your destination agent or customer can get it with the “Documents Required” listed. ▪ Customs taxes when granted free entry by Customs based on documents provided = 1% CIF value + customs tax “T.S” EUR 30. ▪ Local Customs insurance is compulsory for clearance purposes. Rate would vary depending on DA insurance broker from 0.15% to 1% (of C&F value). ▪ All sea shipments must be accompanied by a Cargo Tracking Note. ▪ All shipments subject to random customs scanner and inspection. Additional fees might then apply from DA.

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Motor vehicles	<ul style="list-style-type: none"> ▪ Original registration card. ▪ Rated OBL. ▪ Non-sale certificate. ▪ Change of residence certificate/transfer letter. ▪ Copy of passport. ▪ Car invoice if new. 	<ul style="list-style-type: none"> ▪ Duties approx. 35-45% depending on engine CC and customs assessed value 	<ul style="list-style-type: none"> ▪ Customer can import as many vehicles as he wishes it to his name. ▪ Car automatically transferred to customs car park (called Guichet Unique) by only authorized agent (Cote d'Ivoire Logistique) where customs would complete assessment, payment of duties/taxes, registration through his own appointed agent. ▪ If vehicle >10yr: environmental penalty of EUR 250 + EUR 15/year. ▪ 2 custom offices involved into clearance: high risk of storage fees and demurrage. ▪ On 06 December 2017, the Ivorian Council of Ministers adopted a decree limiting the age of previously owned vehicles imported into Côte d'Ivoire. The age limit for imported previously owned cars is now five (05) years from the date of the vehicle's first registration. This measure, which aims to revitalise the car fleet in Côte d'Ivoire for the sake of health, safety and protection of the environment, came into effect in March 2018.
Diplomats or personnel from international organizations removals	<ul style="list-style-type: none"> ▪ For customs clearance of Household goods: <ul style="list-style-type: none"> ▪ Duty exemption certificate issued by his embassy / organism and the Ivory Foreign Affairs Ministry. ▪ Employment letter from employer. ▪ Copy of the diplomatic card Ivory Coast. ▪ Copy of the diplomatic passport (entry visas). ▪ For customs clearance of cars or motorbikes: <ul style="list-style-type: none"> ▪ Original registration car of the vehicle. ▪ Original temporary importation issued by 	<ul style="list-style-type: none"> ▪ No duties on HHG or motor vehicle but payment of minimum customs tax "T.S" of EUR 30/customs entry. 	<ul style="list-style-type: none"> ▪ Shipments subject to a free entry form. It takes a fortnight to get it from the local Administration. ▪ Diplomatic shipment subject as well to customs inspection on case by case basis. ▪ Most important is to ensure client gets his local diplomatic card prior to shipment arrival which client can only apply for through his organization once he arrives in Ivory Coast. Usually takes 2-3 weeks to be issued. Then her/his organization can apply for franchise (+2-3 weeks).

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	<ul style="list-style-type: none"> the Ivory Foreign Affairs Ministry. ▪ Endorsement of insurance. ▪ Car Registration Application forms. ▪ Purchase invoice for new vehicle. ▪ Attestation of value for used cars from shipper. ▪ Non-sale certificate. 		<ul style="list-style-type: none"> ▪ 2 custom offices involved into Motor vehicle clearance: high risk of storage fees and demurrage.
Firearms, ammunition, drugs pornography and alcohol		<ul style="list-style-type: none"> ▪ Prohibited 	
General remarks	<ul style="list-style-type: none"> ▪ Customs clearance procedures are rather complex and above and below documents are compulsory to get BSC/CTN issued : ▪ Tax Identification Number ▪ Local customs insurance ▪ Freight Invoice ▪ Export customs entry ▪ Original Bill of Lading ▪ Detailed and valued inventory signed. 	<ul style="list-style-type: none"> ▪ All documents shall be provided at least 8 days prior to shipment arrival. ▪ Customs clearance takes in average 8-12 days for air shipments / 12-20 days for sea shipments. 	<ul style="list-style-type: none"> ▪ Failure to provide with any required documents might lead to payment of customs fines and penalties (from EUR 100 to EUR 1000).



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