



## *Importing Personal Property Into Uganda*

### **CUSTOMS REGULATIONS AND REQUIRED DOCUMENTS**

#### **Customs Regulations:**

All non-diplomatic shipments are subject to inspection and verification. The customer **MUST** be in Uganda at the time of Customs clearance and in possession of the Work Permit. Used household goods and personal effects are duty free provided they are used and over 1 year old. Consumables such as food, cosmetics and perfumes are not considered used personal effects and will be subject to duties and taxes. Non-diplomats and returning Ugandans will be taxed on ALL items that are less than 1 year old. The Revenue Authority will assign duties of approximately 25% of the estimated value of the “new” household goods and VAT of 18% plus 6% import duty. Documents must be expressed mailed 15 days prior to shipments arrival in order for the customer's employer to apply for the duty-free exemption certificate. All imports should arrive after the importer has acquired the Work Permit or special pass. Customs allows three months to import the used household goods and personal effects and thereafter duties will be paid in full.

Containers not on a Through Bill Of Lading (TBL) require 2 original BL's 15 days prior to arrival of the shipment into POE Mombasa, Kenya. Otherwise port storage charges will accrue to the client's account.

#### **Required Documents:**

- ✓Passport - Original
- ✓Visa
- ✓Bill of Lading/Air Waybill/Through Bill of Lading - (2 original sets) Express Release not accepted
- ✓Work Permit – Original: must be obtained prior to importation of the shipment
- ✓Immigration Permit & Residence Permit
- ✓Certificate of Change of Residence
- ✓Tax ID – to be obtained & issued by the customer's employer in Uganda
- ✓Pack List – in English
- ✓Valued Inventory- detailed in English, electrical items need serial numbers; signed & dated by the customer in triplicate. Only one each allowed per devise, duplicates will be taxed.
  - Original invoices for ALL new items less than six months old
  - Original invoices for ALL electrical appliances and high fidelity equipment.
- ✓Letter from Ugandan Employer – attesting to work contract in Uganda

### **Diplomat Status:**

Ministry of Foreign Affairs in Uganda must approve the importation of diplomatic goods. Diplomatic shipments are not subject to verification or inspection. To avoid storage charges copies of the Waybills and inventory should be sent to the Destination Agent at least 10 days prior to the dispatch of the goods. Foreign diplomats, members of government or international organizations are granted tax and duty free entry of their personal effects and household items either new or used. However, they will be taxed on any duplicate electrical items i.e. TVs', freezers, fans etc.

### **Required Documents:**

- ✓Diplomatic Franchise/Exemption Letter
- ✓Passport copy
- ✓Bill of Lading/Air Waybill (copies) sent to Ministry of Foreign Affairs for approval
- ✓RTCD C63 Customs Form – applied for exemption status of road shipments ✓Pack List – in English
- ✓Valued Inventory- detailed in English, electrical items need serial numbers; signed & dated by the customer in triplicate

### **RESTRICTED/DUTIABLE ITEMS**

- ✓New electrical appliances & new furniture less than six months old require invoices and are subject to Customs duties and import taxes
- ✓Firearms require prior permission; upon arrival will require Police inspection: registration & license at origin.
- ✓New items are subject to very high taxes and require original receipts
- ✓Home computers are not accepted as personal effects and are subject to duties & import taxes
- ✓200 cigarettes or ½ pound of tobacco and up to ¼ gallon of wine or spirits. Any excess will incur tax and duties of up to 105%
- ✓1 pint of cologne, eau de toilette or perfume, of which only ¼ can be perfume is allowed duty-free
  
- ✓Narcotics/illegal drugs of any kind
- ✓Pornography and subversive material
- ✓Explosives, ammunitions and weapons of all kinds including toy guns
- ✓Hides, skins, animal trophies and all animal traps
- ✓Birds of all kinds – Exception is made to professional importers with a Sanitary Import Permit from the Director of Veterinary Services in Uganda
- ✓Meat and poultry products – will be declared and destroyed
- ✓Oil & Petroleum products – subject to duties & taxes of 166%

Dogs and cats are allowed importation. Birds of all kinds, domestic or wild and their products are NOT allowed from countries affected by avian influenza. Veterinarian must be USDA approved. Pets are allowed as accompanied or unaccompanied baggage. All documents required at least 48 hours prior to

arrival. Please consult your Destination Agent or the Ugandan Embassy for the latest regulations.

**Required Documents:**

- ✓Certificate of Vaccination – including rabies, hepatitis & Leptospirosos no more than 30 days prior
- ✓Health Certificate - within 6 days prior to arrival,
- ✓Passport and owner's Proof of Employment
- ✓Export Certificate
- ✓Import Permit – issued by the Ministry of Agriculture

One vehicle is allowed importation per family. Vehicle must be used and in the owner's possession for at least one year. Otherwise the Ugandan Revenue Authority reserves the right to assign duties of up to 57% based on age and condition of the vehicle. The Destination Agent must complete the licensing of any vehicle prior to release from the ICD. Registration of a vehicle takes up to seven days, during which storage charges will accrue. Storage and demurrage is approximately \$10.00 per day

**Note:** Those with Diplomat status must meet the same requirements below when importing a vehicle.

**Required Documents:**

- ✓Passport – original
- ✓Bill of Lading/Air Waybill (2 original sets) Express release not accepted
- ✓Certificate of Title and Registration - must be original
- ✓Purchase Invoice – must be original or a valuation will be acceptable
- ✓De-registration certificate for used vehicles
- ✓Work Permit & Tax ID number – issued by Ugandan employer
- ✓Form E – purchased at customer's bank in Uganda
- ✓Import Certificate – from the Ministry of Trade and Industry ✓Original log book, owner's manual and certificate of vehicles condition

**NOTES:**

**Entry & Exit Requirements:** Evidence of yellow fever vaccination, as well as polio vaccination for children under five is required. In Uganda, you may be taken in for questioning if you don't have your passport, or a copy of it, together with your Ugandan visa.

**Safety & Security:** US citizens are encouraged to enroll in the Smart Traveler Enrollment Program, to stay up to date with the latest safety and security announcements dispersed by the Embassy in your area. Your enrollment can also help the Department of State reach your family and friends in case of emergency. U.S. citizens residing in Uganda should also be aware of threats to their safety posed by insurgent groups operating in the Democratic Republic of the Congo (DRC) and southern Sudan, and the potential of cross border attacks carried out by these armed groups. In addition, U.S. citizens traveling to the area commonly known as Karamoja in northeastern Uganda should also be aware of ongoing conflict and armed banditry in this region.

**Fumigation of Wood Packing Materials:** At this time Uganda does not require ISPM15 requirements for wood packaging material (WPM).

**Health:** Proof of Yellow Fever vaccination is required



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**Currency:** \$20 and \$50 denominations are exchanged at a lower rate than \$100 currency notes. Notes printed earlier than 2000 may not be able to be exchanged. There are very few ATM's that function with overseas accounts, thus having a Ugandan bank account in a necessity.

#### **ACKNOWLEDGMENTS:**

AGS Fraser: Kampala, Uganda

Department of State: [http://travel.state.gov/travel/cis\\_pa\\_tw/cis/cis\\_1051.html](http://travel.state.gov/travel/cis_pa_tw/cis/cis_1051.html)

Smart Traveler Enrollment Program (STEP) <https://travelregistration.state.gov/ibrs/ui/>

Embassy of Uganda: <http://www.ugandaembassy.com>

Worldwide Movers

[www.aphis.usda.gov](http://www.aphis.usda.gov)

IATA Travel Centre

**The information presented herein is based on customs data available at the time of printing and is frequently subject to change without notice. It is the responsibility of the owner or importer of the household goods to comply with the current customs restrictions, regulations, and duties of the country to which the goods are imported. We strongly advise customers to contact the consulate or embassy of the destination country for the most current information on customs regulations, restrictions and duties for importing household goods, personal effects and vehicles.**