



# Import Customs guide TOGO



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**The global quality standard for international moving.**

The FAIM label is your global assurance for a smooth, safe and comprehensive relocation process.

GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
<p><b>Personal effects</b></p>	<ul style="list-style-type: none"> <li>▪ Clear and legible copy of passport</li> <li>▪ Certificate of change of residence or certificate of move issued by the municipality at origin</li> <li>▪ Certificate of work transfer</li> <li>▪ Detailed, valued inventory dated and signed by the client, in French</li> <li>▪ Non-sale certificate (mentioning that goods/items were purchased more than 6 months before the client's arrival in the destination country and that the client does not intend to resell them)</li> <li>▪ Copy of export declaration</li> </ul>		<ul style="list-style-type: none"> <li>▪ Personal effects of corporate or private customers and returning Togolese citizens will be taxed at 20% of the CIF value.                             <ul style="list-style-type: none"> <li>▪ Foreigners will need a change of residence certificate <u>and</u> a certificate of work transfer.</li> <li>▪ Returning Togolese citizens will need to present the change of residence certificate only.                                     <ul style="list-style-type: none"> <li>▪ Failure to provide these documents will result in the effects being regarded as merchandise and taxed at 48% ( incl. all taxes).</li> </ul> </li> </ul> </li> </ul>
<p><b>Motor vehicles</b></p>	<ul style="list-style-type: none"> <li>▪ Original car registration documents</li> <li>▪ Vehicle purchase invoice if the vehicle is new</li> <li>▪ Invoice or value certificate for motorbikes and scooters</li> <li>▪ Certificate of change of residence or certificate of move issued by the municipality at origin</li> <li>▪ Certificate of work transfer</li> <li>▪ Photograph of the dashboard with odometer</li> <li>▪ Photographs of vehicle (front/back)</li> <li>▪ Copy of export declaration</li> </ul>		<ul style="list-style-type: none"> <li>▪ It is strongly advised to ship vehicles in containers to avoid damage or looting during transit.</li> <li>▪ Should the original car registration documents not be available, a declaration of loss must be obtained at the cost of EUR 50.</li> <li>▪ For vehicles, the fixed minimum tax (IMF) applies: 1% of the value of the vehicle estimated by customs. ONLY diplomats of the US Embassy are exempt from IMF. German and French embassies are subject to it.</li> <li>▪ Clients benefiting from preferential agreements with partial exemption                             <ul style="list-style-type: none"> <li>▪ Certain NGOs as well as any organisation</li> </ul> </li> </ul>

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			<p>for which an exemption agreement has been signed with the Togolese State (upon presentation of proof). The percentage of taxation varies according to the agreement.</p> <ul style="list-style-type: none"> <li>▪ Taxable Clients: Corporate employees, individuals, and Togolese citizens</li> <li>▪ Vehicles (2 or 4 wheelers): <ul style="list-style-type: none"> <li>▪ Less than 13HP: 43% of the value given by customs.</li> <li>▪ More than 13HP: 54% of the value given by customs.</li> </ul> </li> <li>▪ The taxation of motorbikes, two-wheelers and quads will be assessed on a case-by-case basis by Customs on presentation of relevant transport documents.</li> <li>▪ A minimum fixed tax (MFI) of 1% applies to all imported second-hand vehicles.</li> <li>▪ Customs duties are payable in full in cash or by bank certified cheque prior to delivery.</li> <li>▪ Brand new items will be subject to tax.</li> <li>▪ The ECTN can be issued at the country of origin. In the absence of an ECTN issued at country of origin, AGS Togo can process the ECTN on arrival for a fee of EUR 150, which is re-invoiced to the branch of origin.</li> </ul>
<b>Weapons</b>		<ul style="list-style-type: none"> <li>▪ Importation of any firearms and ammunition is strictly forbidden.</li> </ul>	



## The FIDI Global Alliance

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