



Import Customs Guide **SIERRA LEONE**

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GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
<p><b>Personal effects</b></p>	<ul style="list-style-type: none"> <li>▪ Non-diplomats and returning citizens:                             <ul style="list-style-type: none"> <li>▪ Copy of passport</li> <li>▪ Detailed inventory in English, dated, valued and signed by the shipper</li> <li>▪ Non-resale certificate</li> <li>▪ Washington Convention</li> <li>▪ <i>Personal</i> Tax Identification Number (TIN) - not the company TIN number.</li> <li>▪ Form confirming client's contact details.</li> </ul> </li> <li>▪ Diplomats:                             <ul style="list-style-type: none"> <li>▪ Copy of passport</li> <li>▪ Detailed inventory in English, dated, valued and signed by the shipper</li> <li>▪ Non-resale certificate</li> <li>▪ Washington Convention.</li> </ul> </li> <li>▪ Sea shipments:                             <ul style="list-style-type: none"> <li>▪ The ENS/ECTN must be provided by the agent from origin country.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Non-diplomats and returning citizens:                             <ul style="list-style-type: none"> <li>▪ All non-diplomats, including returning citizens, will have to pay customs taxes and duties on their imported personal effects;</li> <li>▪ No tax on air shipments up to 3m<sup>3</sup>. Above 3m<sup>3</sup>, a tax may be applied;</li> <li>▪ The TIN number shows that the employer or the shipper is registered with the National Revenue Authority (NRA).</li> </ul> </li> <li>▪ Diplomats:                             <ul style="list-style-type: none"> <li>▪ No tax on air shipments</li> <li>▪ Exemption form to be obtained from the Ministry of Foreign Affairs and the Ministry of Finance by the shipper's diplomatic mission.</li> <li>▪ Diplomatic sea shipments attract an additional charge of 250 USD per shipment to process the diplomatic duty-free documentation.</li> <li>▪ The exemption process for diplomats can take between 30 and 40 days. Additional port storage and demurrage charges can be expected. The process does not start until the draft OBL is received.</li> </ul> </li> </ul>	

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**Last updated on 31 August 2022** 2 / 4

GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
<b>Motor vehicles</b>	<ul style="list-style-type: none"> <li>▪ Original vehicle registration documents</li> <li>▪ Copy of passport</li> <li>▪ Original invoice, or registration documents if vehicle is second hand</li> <li>▪ TIN number</li> </ul>		
<b>Prohibited items</b>		<ul style="list-style-type: none"> <li>▪ Illegal drugs</li> </ul>	<ul style="list-style-type: none"> <li>▪ Special authorization required for: <ul style="list-style-type: none"> <li>▪ Arms and ammunitions: Ministry of Interior, Intelligence Division</li> <li>▪ Plants: Ministry of Agriculture and Forestry</li> <li>▪ Pharmaceuticals: Ministry of Health.</li> </ul> </li> </ul>
<b>Customs clearance duration</b>		<ul style="list-style-type: none"> <li>▪ Non-diplomat solo container: 5 working days</li> <li>▪ Diplomatic solo container: 5 to 7 working days</li> <li>▪ Groupage (consolidated shipments): delay duration varies;</li> <li>▪ Air: 1 or 2 working days (both for diplomats and non-diplomats).</li> </ul>	
<b>Pets (dogs, cats, birds)</b>			<ul style="list-style-type: none"> <li>▪ Transportation of pets can be arranged as accompanied luggage on your return flight. In this case, contact the airline for the official procedure</li> <li>▪ Contact a carrier that specialises in the transportation of animals.</li> </ul>



## The FIDI Global Alliance

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