



Customs Guide **ETHIOPIA**

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GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
<p>Removal goods</p>	<ul style="list-style-type: none"> ▪ NON-DIPLOMATS: <ul style="list-style-type: none"> ▪ Original Passport. ▪ Working permit (for information, it takes 3 to 6 weeks to get). ▪ Original Packing list. ▪ Original two Bill of loading / AWB. ▪ Valued inventory list in USD or EURO for customs purpose only. 	<ul style="list-style-type: none"> ▪ Container subject to inspection. ▪ Not tax exempted. ▪ As per evaluation that will be conducted by customs, client will be subject to pay duties on some of his/her personal belongings. ▪ Exceptions 1: If a company's investment in Ethiopia is more than 5million ETB, they can import personal belongings worth USD 10,000.00 on duty and tax free basis. This will not include vehicles. ▪ Exceptions 2: Individuals who come for the first time to Ethiopia (should be confirmed by respected governmental office) and would like to reside here for a long time, are allowed to import their belongings worth USD 5,000.00. This will not include vehicles. ▪ Also kindly advice client not to import more than one unit of the same electrical appliances: i.e. 1 TV, 1CD player, 1DVD player etc... ▪ For decoders and satellite dishes, prior to containers arrival at Terminal Addis, client needs to obtain authorization to import such electrical items from the Telecommunication Office upon presentation of documents relative to the goods being imported. 	<ul style="list-style-type: none"> ▪ Documents have to be expressed mailed 15 days before shipment's arrival in order for the shipper's employer to apply for the possible duty free PRIVILEGE DOCUMENT/IMPORT PERMIT. ▪ Please note that the consignment MUST NOT be sent before you receive the green light to proceed from the destination agent. ▪ This will enable the destination agent to avoid any problems with customs clearance in Ethiopia and as well as additional charges for delay / demurrage, which if incurred, will be for the shipper's account. ▪ The destination agent must receive all the ORIGINAL documents BEFORE the arrival of the consignment for customs clearance.

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Diplomat's removals	<ul style="list-style-type: none"> ▪ Original Passport. ▪ Duty free privilege document from Ministry of Foreign Affairs. ▪ Original two Bill of loading / AWB. ▪ Original Packing list. ▪ Diplomatic ID Copy- ID issued by Ministry of Foreign Affairs ▪ General import duty free privilege document from Ministry of Foreign Affairs. ▪ Valued inventory list in USD or EURO for customs purpose only. 	<ul style="list-style-type: none"> ▪ Containers exempt from inspection. ▪ Client is only allowed to import one of each type of electrical appliances: i.e. 1 TV, 1 computer, 1 DVD player etc. However, as container is not subject to inspection and as long as client does not present detailed inventory with quantity of goods to the Ministry of Foreign Affairs, he can benefit from his status privilege to import more than one item. If however client declares having imported more than 1 item of the same then as per customs duty evaluation grid he/she will be subject to pay taxes. Therefore it is advisable that client presents only a general Inventory list with goods to be imported without stipulating the number but only mentioning the value of each good. 	<ul style="list-style-type: none"> ▪ Please note that it is impossible to clear a shipment in Ethiopia if client is not physically in the country with his original passport and / or work permit & diplomatic exemption. Therefore kindly advise client accordingly.
Returning Ethiopians	<ul style="list-style-type: none"> ▪ Letter from Ethiopian Embassy or Consulate where client has been working (mandatory) authenticated by Ministry of foreign Affairs at arrival before submitting to us. ▪ Original Packing list. ▪ Original two Bill of loading / AWB. ▪ Valued inventory list in USD or EURO for customs purpose only. ▪ Client's passport. 	<ul style="list-style-type: none"> ▪ Container subject to inspection. ▪ As per evaluation that will be conducted by customs, client will be subject to pay duty on some of his/her personal belongings. ▪ Exceptions 1: If a company's investment in Ethiopia is more than 5 million ETB, they can import personal belongings worth USD 10,000.00 on duty and tax free basis. This will not include vehicles. ▪ Exceptions 2: Individuals who come for the first time to Ethiopia (should be confirmed by respected governmental office) and would like to reside here for a long time, they are allowed to import their belongings worth USD 5,000.00. This will not include vehicles. ▪ Also kindly advice client not to import more than one unit of the same electrical appliances: i.e. 1 TV, 1CD player, 1DVD player etc... 	<ul style="list-style-type: none"> ▪ Container Deposit: As per the current Ethiopian Revenue and Customs (ERCA) regulation the following are the only options to import a shipment with a container from Djibouti to Ethiopia: <ol style="list-style-type: none"> 1. If shipment is shipped with Ethiopian Shipping Line (ESL), a container deposit of ETB 100,000 for a 20' container and ETB 200,000 for a 40' container is mandatory. ESL will write a letter to Customs Commission to release shipment. 2. If shipment is shipped with non ESL container: <ul style="list-style-type: none"> ▪ 2.1 A Guarantee letter issued by consignee employer to Customs Commission with a specific container number and bill of lading, or

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		<ul style="list-style-type: none"> ▪ For decoders and satellite dishes, prior to containers arrival at Terminal Addis, client needs to obtain authorization to import such electrical items from the Telecommunication Office upon presentation of documents relative to the goods being imported. 	<ul style="list-style-type: none"> ▪ 2.2 A cash deposit which is equivalent to the duty and tax of each container will be made to Customs Commission and refundable once empty is returned back to port and provided proof of empty return. ▪ Customs will consider CIF value of a 20' Container to be US\$950.00 and US\$ 1,800.00 for a 40' Container. ▪ Please note non-ESL lines might require additional container guarantee. ▪ Please note that some shipping lines (like Messina & PIL) cash deposit to their agent in Addis Ababa will be required in addition to guarantee letter from employer companies. ▪ Destination agent will not make such deposits on behalf of the consignee! ▪ IMPORTANT NOTICE: <ul style="list-style-type: none"> ▪ AWB: "As Agreed" is not allowed. ▪ Bill of Lading: Port of Discharge should be Djibouti port. Please mention in the body "Shipment in transit to Ethiopia". ▪ Packing List should contain value in USD/EUR and no PBO description is allowed. ▪ Do no mention HS Code on Bill of lading.
<p>Pets</p>	<ul style="list-style-type: none"> ▪ Birth Certificate. ▪ Health Certificate/Carnet/Booklet. ▪ Passport Copy. 	<ul style="list-style-type: none"> ▪ The Embassy in Ethiopia shall formally inform the Ministry of Foreign Affairs that one of its staff members will be coming to Ethiopia with his/her pet. Copy of all 	

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	<ul style="list-style-type: none"> ▪ FOR DIPLOMATIC PETS: <ul style="list-style-type: none"> ▪ Information received from the Ministry of Foreign Affairs, Protocol General Directorate on 16/03/2007. 	<p>documents relative to the identity and sanity of the pet shall be enclosed with the letter.</p> <ul style="list-style-type: none"> ▪ Upon receipt of the letter of the Embassy, the Ministry of Foreign Affairs will inform the Ministry of Agriculture and Rural development which will request the Embassy to provide it with additional documents. ▪ The Ministry of Agriculture will then inform the Customs Authority and provide the owner of the pet with the necessary document allowing the pet to be accepted within Ethiopia. ▪ To do so it is advisable that process of getting appropriate documents are started 2 months or a month and a half prior to pets' arrival in Ethiopia. ▪ Shipper must be present at the arrival of pet. 	
<p>Motor vehicles for Non Diplomats</p>	<ul style="list-style-type: none"> ▪ VIN Document: document with all vehicle identification numbers such as the engine number, the chassis number, type and model of the car, year of manufacture. ▪ Commercial Invoice if available. ▪ Car booklet / Commercial Invoice ▪ Import permit issued by the Ministry of foreign Affairs (directly delivered to client) or other respected governmental office. ▪ Authorization of the Road Transport and Communication Ministry (directly issued to client). ▪ Three original bills of ladings. 	<ul style="list-style-type: none"> ▪ Subject to tax. 	

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Motor Vehicles for Diplomats	<ul style="list-style-type: none"> ▪ VIN Document: document with all vehicle identification numbers such as the engine number, the chassis number, type and model of the car, year of manufacture. ▪ Commercial Invoice if available ▪ Car booklet / Commercial Invoice. ▪ Import permit issued by the Ministry of foreign Affairs (directly issued to client via his/her office/diplomatic mission) ▪ Authorization for pre-Import Permit by Ministry of Transport and Logistics (directly issued to client via his/her office/diplomatic mission). ▪ Three Original Bill of Ladings. 		



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