

Category	Documents required	Customs Prescriptions	Remarks
Returning Resident	<ul style="list-style-type: none"> • Packing lists in English • Original valid passport • Valued inventory in English dated and signed by the shipper • TIN (tax identification number) • Invoice for all new items. • Letter from former employer confirming end of contract. • 2 x Original Bill of lading (no express release) / AWB 	<ul style="list-style-type: none"> • Non diplomatic goods are subject to 100% inspection / verification 	valued inventory in English dated and signed by the shipper Note: For all 1st arrivals by air, we will need shippers' original passport (with entry stamp) and an introduction letter from the employer only.
Expatriate (non diplomat)	<ul style="list-style-type: none"> • Packing lists in English • Original valid passport • Valued inventory in English dated and signed by the shipper • TIN (tax identification number) • Work permit or special pass • Letter from the employer explaining the client is starting a new contract in Uganda • Invoice for all new items. • 2 x Original Bill of lading (no express release) / AWB 	<ul style="list-style-type: none"> • Non diplomatic goods are subject to 100% inspection / verification 	valued inventory in English dated and signed by the shipper Note: For all 1st arrivals by air, we will need shippers' original passport (with entry stamp) and an introduction letter from the employer only.
Diplomat	<ul style="list-style-type: none"> • Packing lists in English • Passport copy • Exemption letter • Valued inventory in English dated and signed by the shipper • 2 x Original Bill of lading (no express release) / AWB 	<ul style="list-style-type: none"> • In order to process the exemption for diplomatic shipments by road, a Customs document (RTCD C63) will be required. The shipper must be present at arrival of the shipment and must be in possession of his work permit in case of non diplomats. Documents are to be express mailed 15 days before arrival of the shipment, in order for the shipper's employer to apply for the duty exemption. 	valued inventory in English dated and signed by the shipper Note: For all 1st arrivals by air, we will need shippers' original passport (with entry stamp) and an introduction letter from the employer only.
Customs Regulations and general information		<ul style="list-style-type: none"> • Consumables are not considered as used personal effects and are subjected to duties 	

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		& taxes <ul style="list-style-type: none"> • Non diplomatic shippers will have to pay duties and taxes on all new items (Import duty 25% CIF + VAT 18% of CIF and import duty - 6% withholding tax on CIF) and alcohol (wine 70% - spirits 60% - beer 30% on top of CIF + Import duties + VAT). • All imports should arrive in the country after the importer has acquired a work permit or special pass from the immigration. Customs allows you three months in which to import your used personal effects duty free and there after duties will be paid in full. • If a container is not on a Through Bill of Lading (TBL), we will need two original Bills of lading 15 days prior to arrival of the Vessel in Mombasa. Otherwise port storage charges will accrue and will be charged to shipper. 	
Prohibited Articles		Toy guns, Guns, Oil, Petroleum products are prohibited and subject to: (110 +25+6) % duties and taxes.	
Motor Vehicles , Motor cycle, Motor boats etc	<ul style="list-style-type: none"> • Original log book or Registration certificate or cancellation • De-registration certificate for used cars/boats/motor cycles • Original invoice for new cars/ boats / Motor cycles • 2 Original B/L • Shippers' Uganda Tax Identification 		Returning Ugandans and non diplomat are allowed only one Car and must be owned more than 12 months to qualify for exemption from duties / taxes.

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