FIDI

Import Customs Guide **CAMEROON**

Import Customs guide CAMEROON

FIDI ACCREDITED INTERNATIONAL MOVER

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

Household Goods/PE	▪ Copy of valid passport
	▪ Valued inventory in French or English, dated and signed by the shipper
	▪ Taxpayer card (the shipper must apply online www.impots.cm)
	▪ Original invoices for all new items less than 6 months old (those need to be listed on a separate inventory)
	▪ Original letter of employment by the employer in Cameroon and/or original transfer letter by the employer in the country of origin
	▪ Original change of residence certificate provided by the city of residence in the country of origin or original declaration of fact certified by a commissioner of oaths (for non-French speaking countries)
	▪ Prohibited items declaration, signed (Washington Convention)
	▪ Non-sale certificate
	▪ Potential additional costs declaration, signed (signature on page 8 + initials on the other pages)
		▪ Average customs clearance time for a shipment of personal effects from the date all required documents are received:
		  ▪ 5 to 10 days for an air shipment
		  ▪ 2 to 3 weeks for a sea shipment without a vehicle
		  ▪ 5 to 8 weeks for a sea shipment with a vehicle
		
		▪ Originals of all documents are required (except for the passport).
		  ▪ Copies of documents will systematically be rejected by Cameroon customs.
		  ▪ At their own discretion, customs may ask that some additional documents be submitted while the file is being examined.
			▪ Returning Cameroonians who return without a job will have to be present in Cameroon during customs clearance procedures because the original passport can be requested by local Customs. Working Cameroonians will have to present a work certificate (issued locally and on an original letterhead).
			▪ The absence of any one of the documents will automatically lead to customs extra charges (fines, duties) and the taxation without exemption of the personal effects.
			▪ All new items less than 6 months old are subject to custom duties (taxation according to the tariff position, depending on each item). They will have to be declared before shipping and listed on a separate inventory sheet. Original purchase invoices will have to be provided. The value of these items may not be greater than FCFA 1 000 000 to be allowed to be imported with your used personal effects.
			▪ Customs duties for used items (more than 6 months old) are subject to duty of more or less 12% of the CIF value (value of the items + freight cost+ insurance).
			▪ It is recommended not use the items' original packaging for shipping.

All rights reserved. This publication may not be reproduced in any form without the permission of the FIDI Global Alliance. The FIDI Global Alliance cannot take responsibility for the contents of this publication. It is recommended to verify this information with a FIDI Affiliate prior to shipping. This document is produced based on the information supplied at the mentioned date.

GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS

	▪ Diplomats
	  ▪ Diplomatic consignments are exempt from duties and taxes for sea freight provided the following documents are added to the list of documents mentioned above: a letter of exemption, PD2 for personal effects and/or a PD5 vehicle, must be obtained by your agency from the Ministry of Foreign Affairs. This certificate should then be approved by the general management of Cameroon Customs.
			▪ Diplomats
			  ▪ Note that time required for the exemption certificate is at least 2 to 3 weeks. Check with your employer that they are able to obtain this exemption. The diplomatic rate for import charge depends on obtaining this exemption certificate (carte diplomatique) and therefore the shipper's presence in the country. Port storage and demurrage charges must be expected (see page 6).
			  ▪ Approx. 2% import charge on CIF value will be levied by customs for all diplomatic shipments.
			  ▪ Documents must be received by moving company least 2 weeks prior to the shipment's arrival in Cameroon.
			  ▪ Even though the change of residence certificate is not required for diplomats, it is recommended that one be submitted to allow for a faster clearance process for personal effects. This is because the diplomatic exemption can take time which will delay clearance. Should this be the case, the shipment will clear customs without the exemption (customs duties of approximately 12% of the CIF value) and may lead to a physical inspection of the container by customs at the port of entry or at the diplomat's residence during the delivery.

Motor Vehicles	▪ Original registration document in the name of the importer ▪ Identity document or passport of vehicle owner	▪ Cars ▪ The vehicle will be inspected by customs and SGS at the port and its value for taxation will be determined then.	▪ Taxable value can be reduced by 40% of the CIF value (for used vehicles only).

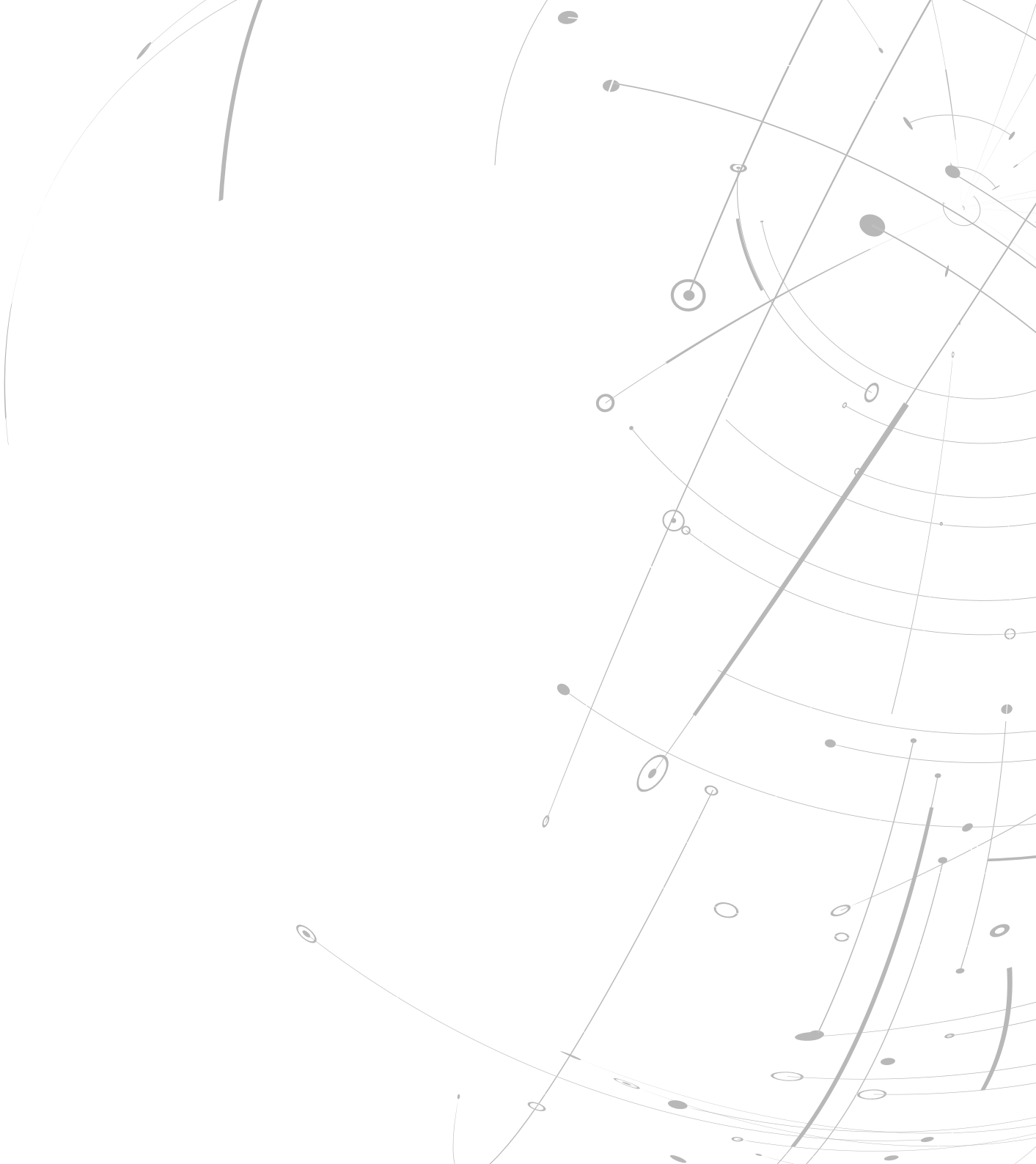
All rights reserved. This publication may not be reproduced in any form without the permission of the FIDI Global Alliance. The FIDI Global Alliance cannot take responsibility for the contents of this publication. It is recommended to verify this information with a FIDI Affiliate prior to shipping. This document is produced based on the information supplied at the mentioned date.

GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
	▪ Original purchase invoice for new vehicles ▪ Taxpayer card up to date in the tax system and in the customs system ▪ Original CCR ▪ Vehicle check-up at departure ▪ Washington Convention ▪ Non-sale certificate ▪ Legalised formal guarantee for imports that don't have a diplomatic status. This guarantor must be established in Cameroon and must explicitly guarantee a coverage of duties, taxes and port charges generated during the customs clearance procedure. ▪ Potential additional costs declaration, signed (signature on page 8 + initials on the other pages)	▪ Customs duties will be calculated based on this value 100% to 110% based on the vehicle's parameters).	▪ To get this reduction, the shipper will need to supply a change of residence certificate issued by the city hall of residence at origin (for French-speaking countries), or a legalised declaration of fact (for non-French-speaking countries), as well as an original certificate of employment in Cameroon (or an original transfer letter from the employer in the country of origin). ▪ The reduction request must be done at the General Directorate of Customs in Yaoundé and constitutes an additional service that will lengthen the customs clearance procedure. The request will be made only upon your request. ▪ This discount will only apply to 1 vehicle. ▪ Customs duties will have to be paid by the shipper at the Douala customs via a deposit in an authorised bank. The original receipt (proof of payment) must then be given to the moving company for them to obtain the receipt needed for the finalisation of customs clearance operations and the shipment's exit from the port. ▪ Fees to transfer the vehicle registration documents will also be due to be paid at the tax office (this will be needed later to register the vehicle at the Transportation Bureau). These fees will need to be paid by the shipper to the relevant tax office and the original receipt of the bank transfer will need to be given to the moving company to allow them to proceed with customs clearance formalities. ▪ Motorbikes and quad require the same documents as cars and will be taxed. Please note they will not benefit from any exemptions.

All rights reserved. This publication may not be reproduced in any form without the permission of the FIDI Global Alliance. The FIDI Global Alliance cannot take responsibility for the contents of this publication. It is recommended to verify this information with a FIDI Affiliate prior to shipping. This document is produced based on the information supplied at the mentioned date.

GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
			▪ The customs clearance procedure will take at least 5 weeks. In order not to delay the customs clearance of the personal effects, it is recommended to shipping personal effects and vehicle separately. ▪ In any case, storage and demurrage additional charges are to be expected. ▪ In the case of diplomatic vehicles, clearance under exemption is conditional on obtaining the original exemption letter from the Ministry of Foreign Affairs (this will take at least 2 weeks). Fees will be approximately 2% of the vehicle's value.

All rights reserved. This publication may not be reproduced in any form without the permission of the FIDI Global Alliance. The FIDI Global Alliance cannot take responsibility for the contents of this publication. It is recommended to verify this information with a FIDI Affiliate prior to shipping. This document is produced based on the information supplied at the mentioned date.



The FIDI Global Alliance

Email: contact@fidi.org

www.fidi.org