



# Import Customs Guide **SIERRA LEONE**

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FIDI ACCREDITED  
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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
<b>Personal effects</b> <b>Vehicles</b>	<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>▪ Personal Tax Identification Number (TIN). Not the company TIN number</li><li>▪ Form confirming client's contact details.</li></ul></li></ul>	<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></ul>	<ul style="list-style-type: none"><li>▪ No tax on air shipments if all are used personal effects. Brand new Items may be subjected for duty.</li><li>▪ The TIN number shows that the employer or the shipper is registered with the National Revenue Authority (NRA). The TIN is delivered at NRA's office. Customers must be present for the TIN to be delivered.</li></ul>
<b>Diplomats</b>	<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>		<ul style="list-style-type: none"><li>▪ No tax on air shipments</li><li>▪ Duty Exemption has to be obtained from the Ministry of Foreign Affairs, the Ministry of Finance and NRA by the shipper's diplomatic mission in collaboration with your local mover.</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 to 60 days. Additional port storage and demurrage charges can be expected.</li><li>▪ Added to the Document Exemption process, there is the ASYCUDA Online process that starts only after the container is in the port.</li></ul>

GOODS	DOCUMENTS REQUIRED	CUSTOMS PRESCRIPTIONS	REMARKS
	<ul style="list-style-type: none"> <li>Sea shipments: The ENS/ECTN must be provided by the agent from origin country.</li> </ul>	<ul style="list-style-type: none"> <li>If the agent at the origin cannot provide the ENS/ECTN, contact your local agent.</li> </ul>	
<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> <li>Right-Handed Vehicles are prohibited.</li> <li>Vehicle made from 2005 to present are considered Brand New and subject to valuation.</li> </ul>		
<b>Prohibited items</b>		<ul style="list-style-type: none"> <li>Illegal drugs</li> <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: 10 working days</li> <li>Diplomatic solo container: 7 to 10 working days when all duty-free process has been completed</li> <li>Groupage (consolidated shipments): delay duration varies – contact your local agent Air: 1 to 3 working days (both for diplomats and non-diplomats).</li> </ul>



## The FIDI Global Alliance

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Tel.: +32 2 426 51 60  
Email: [fidi@fidi.org](mailto:fidi@fidi.org)

[www.fidi.org](http://www.fidi.org)