Customs Clearance Procedures
MARITIME CARGO

Transmission of documents
- Client – Clearing Agent
- At least 2 weeks before the arrival of the ship

Pre-Clearing
- Clearing agent – VERITAS
- Clearing Agent – Customs
- 03 days
- 11 days

Delivery
- Clearing Agent – Client
- 02 days

Documents to be transmitted by the client to the clearing agent at least two weeks before arrival of the ship:
- Copy of Bill of Lading
- Invoices
- Packing List
- Import Permit if medicines
- Exemption Request or franchise

Circuit Veritas
- Submission and obtention of FDI
- Retrieve exemption

Circuit Customs
- Issuing the Exemption Form
- Submission and registration at the DGCI secretary
- Annotation by DGCI and transmission for advice and inspection by DGVCI
- Distribution and examination by DLLRI
- After examination, transmission to the Head of Section
- Visa Head of section DLLRI
- Visa Director DLLRI
- Visa DGAD and retreat of the exemption form

Declaration and Delivery
- Declaration + BAE (Bon à Enlever)
- Delivery
Air Cargo

**Transmission of documents**
- Client – Clearing Agent
  - At least 2 days before arrival of the cargo

**Delivery**
- Clearing Agent – Client
  - 01 day

**Clearing**
- Clearing Agent – VERITAS
- Clearing Agent – Customs
  - 03 days
  - 11 days

**Transmission of documents at least two days before the arrival of the cargo**
- Copy of the AWB
- Invoices
- Packing list
- Import Permit if medicines
- Exemption Request or Franchise

**Circuit Veritas**
- Submission and obtention of FDI
- Retrieve exemption

**Circuit Customs**
- Establishment of the exemption form
- Submission and registration at the DG0 secretary
- Annotation DG0 and transmission for advise and inspection by DGLI
- Distribution and examination by DLLI
- Transmission to Head of section after examination
- Visa Head of Section DLLI
- Visa Director DLLI
- Visa DGAD and retreat of the exemption file

**Declaration and Delivery**
- Declaration + BAE (Bon a Enlevé)
- Delivery

Information provided by AMA Africa