



# *Importing Personal Property Into South Africa*

## **HOUSEHOLD GOODS AND PERSONAL EFFECTS**

### **CUSTOMS REGULATIONS AND REQUIRED DOCUMENTS**

#### **Customs Regulations:**

#### **DUTY-FREE ENTRY IS PERMITTED IF THE FOLLOWING REQUIREMENTS ARE MET:**

Owner of the shipment must be in South Africa 10 days before vessel arrives for Customs clearance purposes. Returning South African citizens must have resided abroad for an unbroken period of at least six (6) months to have duty-free importation of household goods.

“Ad Valorem” wharfage, terminal, examination fees, etc. are payable by owner on all shipments at destination and are additional door-to door charges. All documents must be in Destination Agents hands 7 days before arrival of vessel.

#### **NOTE: Works of Art, Antiques and Precious Metal objects MUST qualify with the below criteria to be considered duty free:**

- ✓ Be over 100 years old.
- ✓ In the owners possession for more than 12 months.
- ✓ Not for sale or other disposal

#### **Required Documents:**

- ✓ Original Passport including page with date of entry into South Africa
- ✓ Forms DA 304 and P.1.160 (in triplicate)
- ✓ Original Bill of Lading
- ✓ Permanent Residence Permit or Temporary Residence Permit
- ✓ Work permit
- ✓ Letter from Employer attesting customer is moving to South Africa on contract
- ✓ Settlers Declaration Forms (in triplicate) to be completed upon arrival
- ✓ Comprehensive Inventory List in English – “PBO” or “Misc.” are not acceptable
- ✓ Import Permit (if applicable) - Should be obtained at least 2 months prior to emigration from the Director of Imports and Exports, Private Bag X192, Pretoria 0001 Transvaal South Africa.
- ✓ Keys for any locked items
- \*\* Weights and Measures must be the same on all documents

#### **Personal Effects Shipment:**

This consignment must consist of clothing only. Shipment is always stopped for Customs examination. Items marked as “PBO” (packed by owner) or “Misc.” are not acceptable

#### **Diplomat Status:**

**Foreign diplomats are granted duty free entry**

#### **Required Documents:**

- ✓ Original Bill of Lading
- ✓ Forms DA 304 and P.1.160 (in triplicate)
- ✓ Certificate A or B from a relevant Embassy in South Africa and countersigned by Department of Foreign Affairs in Pretoria
- ✓ Comprehensive inventory list for attestation

**Inheritance:**

**Declaration from the Legatee confirming that he/she is a permanent resident in South Africa and a beneficiary under the Will of the deceased**

**Required Documents:**

- ✓ Copy of Death Certificate
- ✓ Copy of the Will or copy of Court Probate, if the deceased died interstate
- ✓ Inventory list (if the Will does not specifically detail the goods to be imported)
- ✓ Declaration from attorney attesting the items being imported are the Legatees rightful share.
- ✓ Declaration from Legatee confirming that he/she is a permanent resident in South Africa
- ✓ Import Permit

**RESTRICTED/DUTIABLE ITEMS**

- ✓ Alcohol and wine - Require an Import Permit and Liquor Removal Certificate
- ✓ Firearms - Require an Import Permit and South African Police Firearm Registrar Certificate SAP 312
- ✓ Plants/vegetable products – Phytosanitary Certificate
- ✓ Wedding Trousseaux- invoices are required
- ✓ New furniture, presents and souvenirs
- ✓ Tobacco and perfume

**PROHIBITED ITEMS**

- ✓ Controlled drugs and Psychotropic Substances
- ✓ Pornography, obscene articles, publications, videos & software
- ✓ Medicines
- ✓ Walkie Talkie radios,
- ✓ Skins, furs, tusks, feathers etc of any animals on the protected and endangered species regulations
- ✓ Plants , seeds, bulbs and raw cotton
- ✓ Uncut diamonds and unwrought gold
- ✓ Honey, beeswax, bees, larva or eggs and used beehive appliances

**IMPORTATION OF PETS**

Depending on country of origin a quarantine period may be required. Once the quarantine arrangements have been made the customer is granted the Import Permit. Check with your service agent for requirements.

**Required Documents:**

- ✓ Certificate of Vaccination- rabies vaccine must be given at least 30 days prior to departure
- ✓ Health Certificate
- ✓ Import Permit

**IMPORTATION OF VEHICLES**

Only one vehicle per household

Duty-free entry is provided for cars, motorcycles, mopeds and boats with inboard motors if the following conditions are met:

- The vehicle must not be sold or otherwise disposed of for a period of two years after the date of importation.
- Value Added Tax (VAT) at current rate is assessed on the value of the vehicle

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- A fee of R1800.00 per vehicle, payable to the South African Bureau of Standards is applicable
- Caravans and trailers are subject to duty
- Vehicles purchased after January 1<sup>st</sup>, 2000 must be right handed
- Foreign Diplomats do not incur duties or taxes, subject to provision of diplomatic clearance certificate, and proof of value.

#### **Required Documents:**

- ✓ Customs Form DA 304/A
- ✓ Copy of Certificate of Title and Registration
- ✓ Import Permit
- ✓ Proof of ownership of at least 1 year before importation – Such as original purchase invoice, insurance certificate, etc.
- ✓ Letter of Authority (LOA) issued by the South African Bureau of Standards (SABS) submitted to Customs at the time of clearance of all motor vehicles (excluding motor cycles) imported into South Africa

#### **NOTES:**

**Temporary residents** must pay a CASH Customs Bond to cover full duties and taxes and can apply for a refund from the South African Department of Customs and Excise of the bond on proof of re-export and of the motor from South Africa. Temporary residents do not need an Import Permit for a vehicle

**Returning residents** must pay full duties and taxes unless they can prove when they originally left South Africa they did not intend to return.

#### **Fumigation of Wood Packing Materials:**

Effective January 1<sup>st</sup> 2005, shipments containing wood packing materials are required to have the wood fumigation mark ISPM 15. Inspectors from the South African Department of Agriculture will inspect imported shipments at South African ports to determine this requirement is being adhered to. Shipments containing wood packing with out this mark will NOT be allowed entry. You are strongly advised to check with your service agent at origin to ensure the packing materials used are in compliance with this South African Regulation.

#### **ACKNOWLEDGMENTS:**

Embassy of South Africa 2009

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**The information presented herein is based on customs data available at the time of printing and is frequently subject to change without notice. It is the responsibility of the owner or importer of the household goods to comply with the current customs restrictions, regulations, and duties of the country to which the goods are imported. We strongly advise customers to contact the consulate or embassy of the destination country for the most current information on customs regulations, restrictions and duties for importing household goods, personal effects and vehicles.**