



Importing Personal Property Into Liberia

HOUSEHOLD GOODS AND PERSONAL EFFECTS

CUSTOMS REGULATIONS AND REQUIRED DOCUMENTS

Customs Regulations:

Clients must be present during the Customs clearance process. Used household goods and personal effects for non-diplomats and returning nationals are subject to duty and import taxes. Non-diplomatic shipments are subject to a “pre-shipment inspection” at origin.

The Destination Agent coordinator can initiate the inspection process. Failure to comply with the requirement will result in delays at destination, penalties and complete physical examination at Customs. All new items will be levied a tax. The goods must be imported within six months of arrival. Items can not be sold, lent or otherwise disposed of during stay.

IMPORTANT: AWB/OBL must state “Used Personal Effects” not household goods. Documents including OBL must arrive to the Destination Agent 10 days prior to arrival of the shipment.

Full address including phone numbers and email addresses must be provided to the Destination Agent for all clients.

Required Documents:

- ✓ Passport - original
- ✓ Visa
- ✓ Certificate of Change of Residence
- ✓ Bill of Lading/Air Waybill – original, Express Release not allowed
- ✓ Pack List - in English
- ✓ Comprehensive Valued Inventory – in English, dated & signed by owner
- ✓ Invoice - stating total value of the inventory; needed for the pre-clearance
- ✓ CRF (Clear Report of Findings) – issued by the pre-inspection company’s representative in Liberia after the pre-inspection process
- ✓ Power of Attorney – giving authority for Destination Agent to arrange customs clearance

Diplomat Status:

Foreign diplomats, members of government or international organizations are granted tax and duty free entry of their personal effects and household goods. The diplomatic mission must provide the Destination Agent with the exemption documents from the Liberian Ministry of Foreign Affairs. Once the Destination Agent has the documents the waiver of import duties will be processed.

Required Documents:

- ✓ Diplomatic Franchise
- ✓ Passport – copy
- ✓ OBL/AWB – copy, scanned to DA as soon as possible to begin pre-clearing of shipment
- ✓ Comprehensive Valued Inventory – in English, dated & signed by owner
- ✓ Power of Attorney – giving authority for Destination Agent to arrange customs clearance

RESTRICTED/DUTIABLE ITEMS

- ✓ Appliances/Electronics – must have invoices/receipts
- ✓ Prescription medications – require a health certificate
- ✓ New items – (less than 6 months) must have invoices/receipts
- ✓ Tobacco – 200 cigarettes or 250 grams of loose tobacco, in excess of these amounts incurs duty

PROHIBITED ITEMS

- ✓ Narcotics/illegal drugs of any kind
- ✓ Pornography and subversive material
- ✓ Explosives, ammunitions and weapons unless otherwise approved
- ✓ Products which are also manufactured in Liberia

IMPORTATION OF PETS

Required Documents:

- ✓ Certificate of Vaccination – including rabies, less than 6 months prior to arrival
- ✓ Health Certificate - by a Veterinarian at origin
- ✓ Import Permit – issued by the Ministry of Agriculture

IMPORTATION OF VEHICLES

Vehicles can be subject to high import taxes and duties. Amount to be paid depends on value, model, year, cubic centimeters and accessories. The OBL must show chassis and engine number, cubic capacity, year of manufacture, brand and model. Used vehicles are subject to appraisal. Vehicles more than 12 years old are prohibited.

Required Documents:

- ✓ Certificate of Title and Registration - must be original
- ✓ Commercial/Purchase Invoice – must be original
- ✓ Drivers License & International Insurance Policy (green card)
- ✓ OBL

NOTES:

Entry & Exit Requirements: Proof of yellow fever vaccination is required. U.S citizens are encouraged to carry a photocopy of their passports with them at all times

Safety & Security: US citizens are encouraged to enroll in the Smart Traveler Enrollment Program, to stay current with the latest safety and security announcements dispersed by the Embassy in your area. Your enrollment can also help the Department of State reach your family and friends in case of emergency. U.S. citizens who reside in Liberia should realize that Liberia's police force has limited resources. There is a UN Mission in Liberia (UNMIL), but its mandate is to ensure political stability in Liberia. U.S. citizens who travel around Liberia must realize that the role of UN Police (UNPOL) officers is to serve as advisors to the Liberia National Police. Accordingly, they do not have the authority to arrest or detain, and they are unarmed. The Liberia National Police has a strong presence in Monrovia, but less of a presence outside of Monrovia. Travel outside of Monrovia after dark is strongly discouraged, as roads are in poor condition and thus dangerous to navigate at night. U.S. citizens should avoid crowds, political rallies, and street demonstrations, and should maintain security awareness at all times.

Crime: Most crimes that occur within the expat community are crimes of opportunity, which increase after dark. Residential burglary and armed robbery occur occasionally. Poorly paid government officials

are not immune from the temptation to collect fees for doing their job. The result is that travelers may be asked for bribes and inconvenienced for not paying them. Business fraud associated with Nigeria is prevalent in Liberia.

Currency: The U.S. dollar is readily accepted in Liberia, and there is no limit on the amount of foreign currency that can be transported into and out of the country, provided one follows the specific regulations for such transfers. Sums in excess of U.S. \$10,000 must be reported at the port of entry. ATMs are becoming more available but traveler's checks and credit/debit cards are not accepted anywhere in Liberia.

Special Circumstances: Neither water nor electricity is commercially available in Liberia, except in some parts of Monrovia. Fuel, transportation, and telephone services are unevenly available in Liberia. There is no working landline telephone system in Liberia. Several cell phone companies provide service in Monrovia and some areas outside the capital. U.S. cellular phones do not always work in Liberia and it is advisable to rent or purchase a local cellular phone.

Health: Upper respiratory infections are common. Typhoid and malaria are also common. All travelers to Liberia should carry a supply of all prescription medication, including anti-malaria medication, adequate for their entire stay. A typhoid vaccination is also recommended. Medicines are scarce, often beyond expiration dates. The blood supply is unsafe.

Fumigation of Wood Packing Materials: As of this posting Liberia does not impose ISPM15 regulations for wood packaging material (WPM).

ACKNOWLEDGMENTS:

Embassy of Liberia: <http://www.liberianembassyus.org/>

Department of State: http://travel.state.gov/travel/cis_pa_tw/cis/cis_950.html

Smart Traveler Enrollment Program (STEP) <https://travelregistration.state.gov/ibrs/ui/>

USDA: www.aphis.usda.gov

AGS-Fraser Liberia: Congo Town, Liberia

IATA Travel Centre

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.