

DOCUMENTS NEEDED FOR IMPORTING AND EXPORTING PERSONAL EFFECTS

Household effects:

- [Diplomats](#) – Diplomatic clearance certificate signed by the relevant Embassy in Namibia and countersigned by the Namibian Department of Foreign Affairs.
- [Temporary Residents](#) – Original Passport, Valid temporary work permit.
- [Returning Residents](#) – Original Passport, Shipper to have been out of Namibia for an unbroken period of at least 6 months.
- [Immigrants](#) – Original passport, valid residence or work permit with shipment arriving within 6 months of permit being issued.
- [Inheritance](#) – Certified copy of will or testament detailing specific items, declaration from beneficiary confirming permanent residence in Namibia, import permit.
- [Art & Antiques](#) – Must be part of bona fide household or items over 100 years old.
- [Firearms and Ammunition](#) – License for firearm from origin, Namibian Police services Import Permit.
- [Liquor](#) – Subject to full duty of 35-50% plus VAT (at current rate), import permit required, detailed list of all liquor to be provided.
- [Pets](#) – import permit, rabies vaccination certificate, health certificate, to be sent via Johannesburg International Airport as they have quarantine facilities.

In the case of multiple containers for a particular shipper, all the containers should be imported as one consignment on one waybill. As far as “white goods” (i.e. freezers, etc.) are concerned, the Namibian customs authorities will apply a forty (40) percent tax once more than one of these goods per consignment (and, note, not per container) is imported, even if these goods are declared as being used.

Motor vehicles/motorcycles:

- [Diplomats](#) – passport, registration papers at origin, proof of ownership. Duty free if diplomatic protocol is met.
- [Temporary Residents](#) - passport, registration papers at origin, proof of ownership. Shipper should have owned and used vehicle for over two years. Cash customs bond refundable (25-45%) on re-exportation.
- [Returning Residents](#) - passport, registration papers at origin, proof of ownership. Full duties and taxes.
- [Immigrants](#) - passport, registration papers at origin, proof of ownership. Duty free provided vehicle has been owned and used for a period of one year.
- Unless the shipper's work permit is based on a technical agreement with the Namibian Government of which the original agreement is available for presentation to the Namibian authorities, taxes and duties ranging between fifteen (15) and thirty (30) percent will be due on the value of a vehicle being imported.
- In addition, the shipper should have been the owner of a vehicle for twelve (12) months or more before importing the vehicle to Namibia, otherwise duties and taxes will be applicable. Imported vehicles may only be sold in Namibia after twenty-four months after the date of importation.

The importation of left-hand drive vehicles into Namibia is prohibited. The Namibian custom authorities will only make an exception for diplomats. Importations of cars older than 5 years are not allowed.

The bill of lading must reflect the Chassis, brand, model and year of the vehicle.

- Motorcycles may only be imported on the basis of a residence permit and not solely on a work permit.

DOCUMENTATION:

- A copy of the bill of lading/AWB, passport, packing list and itemised valued inventory in USD is needed to apply for the certificate A (Vat exemption).
- The client is to have a residence permit or work permit in order to clear the goods in Namibia.
- Vehicles will no longer be allowed into Namibia on a work permit. A residence permit is required.

Please note:

The information on this page is intended as a guide and **NOT** as a complete or definitive resource.
The information on this page should not be used as an authoritative reference.

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THANK YOU TO:

Stuttaford Van Lines

For Providing the above Customs Information