

This guide is compiled from the FIDI Customs Guide for reference only. Customs regulations change frequently; please consult your Seapoe relocation consultant for the latest requirements before shipping.

Updated 2024

HHG/PE - Air Import Shipping documents

Documents Required

- The letter of assignment of the consignee (a letter of transfer to a duty station in CAR)
- A copy of the valid passport of the consignee
- A packing list and Commercial invoice (for customs purpose only)
- Certificate of moving
- A copy of the AWB

Ocean Import – Diplomatic

Documents Required

- Commercial invoice
- Packing list
- POV's Registration card if it is a used car. If it is a new POV, invoice is needed.
- Bill of lading
- ECTN
- Copy of the passport of the importer
- Delivery information
- If diplomatic then letter of assignment
- F4 form for POV and F2 form for HHGs

OCEAN IMPORT – NON DIPLOMATIC

Documents Required

- Commercial Invoice with HS codes
- Packing list
- Certificate of Origin if origin not clarified in the CI
- Freight attestation
- ECTN
- Bill of Lading
- Shipping instructions

Remarks

- Custom clearance time
- 5 days in Douala, 5 days in transit to Bangui and 15 days at customs yard in Bangui If all above documents are clean and ready at least 14 days prior to the container arrival