



KENYA

Items	Needed Documents	Customs Regulations	Notes
Moved goods	<ul style="list-style-type: none"> • 2 original B/L and 2 non -negotiable B/L. • Packing list • True copy of passport. • Certificate of origin for food • Receipt/invoice for new item. • Baggage Declaration Form C18 signed by customer (available in Kenya after arrival). • Import license for new items. • Copy of work permit. • Certificate made by the Nairobi Firearms Bureau of importing (all firearms). 	<ul style="list-style-type: none"> •The shipper must be visiting Kenya changing residence, or returning to Kenya. •A duration of 90 days is allowed for importation. •Non-Kenyan citizen (1st time arrivals) are allowed to import used household effects and personal effects duty-free within 90 Days from date of 1st arrival. Household goods must have been in owner's possession for at least 1 year prior to import. •For returning Kenyan citizens, used household effects are duty -free provided they have resided outside Kenya for the last 2 years and have not visited Kenya for 90 days consecutively. •The owner must have arrived in Kenya & the passport should bear the stamp indicating date of arrival. •Items can be moved into a Customs bonded warehouse pending the arrival of the owner or documents, which should not exceed 12 months. 	<ul style="list-style-type: none"> •The owner must have arrived before goods can be cleared through customs. •If importer does not qualify at all for duty free status according to Customs prescriptions, Customs may demand inspection of the whole consignment to determine value. Duty will then be levied on strength of clean report of findings and import declaration form. <p>Duties on following items:</p> <ul style="list-style-type: none"> •Office machines and new items are dutiable. •Duplicating machines and electronics might be dutiable since they are not termed as personal effects. • Musical instruments. •More than 3 bottles of an alcoholic drink or wine. • Sporting equipments including bicycles.
Experts under United Nations & Aid Programmes, and N.G.O's. (sometimes refers to as U.N. Contractors)	<ul style="list-style-type: none"> • D-AI forms approved by Ministry of Finance (for duty free privileges). • Valid Passport • Customs form C 18 • Packing list • Bill of lading plus copies 	<p>Items to be imported within 90 days from the date of arrival in Kenya.</p>	<ul style="list-style-type: none"> •Goods will be verified by Customs but no duty will be levied except on office machines if any. •The owner must have arrived before goods are cleared through Customs.
Diplomats and United Nations staff members with Diplomatic passports	<ul style="list-style-type: none"> • DA 1 – PRO 1B forms approved by Ministry of Foreign Affairs (for duty free privilege). • Valid Passport • Packing list. 	<ul style="list-style-type: none"> • Entry is free from duty •Alcoholic beverages in excess of two liters must have approval from Ministry of Foreign Affairs in PRO-IA forms. • Items must be imported within 90 days 	<ul style="list-style-type: none"> •The owner must have arrived before goods are customs - cleared and passport should indicate date of arrival. •Goods will not be verified at all and seals are broken only on arrival at delivery



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	<ul style="list-style-type: none"> • Bill of lading plus copies. • Customs C 18 form. 	<p>From the date of arrival in Kenya.</p> <ul style="list-style-type: none"> •To import a car, duty exemption documents will have to be issued by the government. 	<p>premises (residence).</p>
<p>Motorcycles, Automobiles (non-diplomatic)</p>	<p>Documents needed for: USED CARS:</p> <ul style="list-style-type: none"> •Original logbook or certificate of title plus original translations (if documents are not in English language). • Original Bill of Lading • Work permit (personally owned motor vehicles). • Original passport (personally owned motor vehicles). • Duty exemption documents (where applicable). <p>If vehicle is dutiable, the following documents will also be required in addition to above.</p> <ul style="list-style-type: none"> • Clean Report of Findings • Import Declaration Form • Original invoice/sale agreement showing value of the vehicle. <p>FOR NEW CARS:</p> <ul style="list-style-type: none"> • Original proof of purchase • Original Bill of Lading • Import Declaration Form – For duty paid vehicles. • Clean Report of Findings – For duty paid vehicles. • Original passport (personally owned motor vehicles). • Duty exemption documents where applicable. • Duty free PRO-IB forms approved by 	<ul style="list-style-type: none"> •Importer must have lived outside Kenya for the last 2 years. •Vehicle must belong to the shipper at least for 3 months prior to date of shipping. •Number of days spent by importer (visited and/or lived) in Kenya in the last 2 years should not exceed 90 days. •Cars imported and registered duty free are not transferable unless duty and V.A.T. are paid. This is calculated on a depreciated value. •If the vehicle is duty free, C.R.F. & I.D.F. will not be required; hence, inspection at origin of destination will not be necessary. •Under this category, importer will be allowed only one duty free car in a lifetime. This will be ensured by Customs stamping and endorsing the details of the car on importers pass port. 	<ul style="list-style-type: none"> •Importers must be advised properly before importation of vehicles to avoid frustrations and delays by Customs when Customs disapproves duty exemption. Importers should be given details of what is required before they bring in the cars. Importers should fax documents and request for Customs requirement before shipping the car.
<p>Diplomats' vehicles</p>		<ul style="list-style-type: none"> • Duty free (engine capacity does not matter). 	<p>Diplomats' vehicles don't require inspection</p>



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	Ministry of Foreign Affairs. <ul style="list-style-type: none"> • Bill of lading plus copies. • Passport • Proof and documents of Registration for used cars. • Suppliers invoice for new vehicles 	<ul style="list-style-type: none"> •Duty & VAT payable on transfer of ownership. • Passport is not endorsed by Customs. 	either at origin or destination (C.R.F. and I.D.F. not required). However, U.N. staff members are restricted to only one vehicle.
Vehicles for experts under United Nations Programmes and N.G.O.'S (not employees of U.N. but contractors by U.N. on aid projects)	<ul style="list-style-type: none"> •Duty-free D A I Forms approved by the Ministry of Finance. • Bill of lading plus copies. •Suppliers invoice for new vehicles. •Certificate and documents of Registration for used cars. • Passport. 	The government strictly restricts duty and VAT permission on these categories of importers. It is highly advised to get approval before importation.	Vehicles do not require examination. C.R.F. and I.D.F. not applicable.
Arms, Weapons	Valid firearm authorization to be made by Kenya firearms bureau.		
Plants	Health Certificate and official Phytosanitary Certificate issued by Ministry of Agriculture issued immediately before shipping.	Plants will be cleared locally by Ministry of Agriculture prior to release by Customs.	There are usually officers from Ministry of Agriculture in ports of entry.
Pets	<ul style="list-style-type: none"> •Importation permit to be made by the Foreign Ministry at origin. •Anti-rabies vaccine certificate not more than 30 days old will be needed. 	The Ministry of Livestock Development and Ministry of Health will clear pets locally before clearance by customs.	There are usually officers from the Ministry concerned at the ports of entry.
Drugs, traps for animals, toy-pistols, game trophies explosives, fake money, rifles and air-guns, prints, unwrought, precious metal and stones, mechanical gambling machines, indecent literature ,items of sex publications		Importation prohibited or restricted.	Imported only after application and approval by the officials involved.