



Customs Guide **GHANA**

Information from FIDI Africa

Customs guide GHANA

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| GOODS | DOCUMENTS REQUIRED | CUSTOMS PRESCRIPTIONS | REMARKS |
|--------------------------------|---|---|---|
| <p>Personal effects</p> | <ul style="list-style-type: none"> ▪ Original passport (needed during the whole clearing process). ▪ Introduction letter from his employers (templates can be provided by your agent in Ghana). ▪ PUBD (Personal Unaccompanied Baggage Declaration to be filled by client at this arrival at airport). Failure to do will lead to significant penalties. ▪ Individual Tax Identification Number (to be issued by Ghana Revenue Authority). ▪ Clear (preferably typed) and detailed packing list including the numbers of identical items in the shipment (used for customs valuation purposes). ▪ New items should be clearly identified on the packing list and a purchase invoice made available during the customs inspection. | <ul style="list-style-type: none"> ▪ Foreign citizens not having their work & resident permit inside their passport might not be granted exemption of duty, levies, taxes and VAT. ▪ Only one of each used electrical appliance will be exempt of payment of duties. ▪ Import duty and taxes will be applied to new items. | <ul style="list-style-type: none"> ▪ The declared value on the PUBD serves as a basis for the customs evaluation and should be kept as low as realistically possible. All non-diplomatic shipments arriving in Ghana, including HG, attract government levies of c. 5%. ▪ Items are still valued but might not be exempt unless clients have their work / resident permit. Note that to get a work / resident permit can take 1 – 6 months. |
| <p>Diplomats</p> | <ul style="list-style-type: none"> ▪ Copy of passport. ▪ Copy Bill of Lading and inventory in advance (to enable the mission or organisation to | | <ul style="list-style-type: none"> ▪ Import of alcohol for diplomats (exemption): please contact your local Embassy on the quantities allowed before shipping. |

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| | <p>apply to the Ministry of Foreign Affairs for diplomatic exemption).</p> | | |
| Motor vehicles | <ul style="list-style-type: none"> ▪ Clear copy of car title and title history showing Brand, Type, Model, Year of manufacture, Chassis /VIN number (17 digits), Engine capacity (in CC) , Engine number. ▪ Original Bill of Lading stating the correct chassis number and make/model of the vehicle. ▪ Details of any modifications made to the vehicle. | <ul style="list-style-type: none"> ▪ Customs will determine the value depending on the type and age of the vehicle. ▪ Duties will apply to all vehicles (from 5 to 20% of customs assessed (and depreciated). CIF value), as well as VAT and other taxes (+/- 18% CIF value) depending on engine capacity. ▪ Vehicles older than 10 years are prohibited. Failure to comply will result in customs penalties. ▪ Right hand drive vehicles are not allowed | |
| Alcohol | | <ul style="list-style-type: none"> ▪ To be included on the packing list. ▪ The import of a small amount of alcohol is normally exempted from import duty if it equates to about 6-12 bottles of alcohol/wine. However, the application of import duties on food, beverages and pantry items is at the discretion of the customs officer. | <ul style="list-style-type: none"> ▪ Import of alcohol for diplomats (exemption): please contact your local Embassy on the quantities allowed before shipping |



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