

**Middle East
North Africa
Business
Information
Center**



DOCUMENTATION FOR CUSTOMS REQUIREMENTS - EGYPT

CUSTOMS REQUIREMENTS - IMPORT/EXPORT DOCUMENTATION

NOTE: VERY IMPORTANT

When commercial invoices and/or certificates of origin are presented to the Consular Section at the Embassy, Washington, DC, for legalization, they will likely be refused unless first certified by one of the following approved by the American Egyptian Cooperation Foundation/U.S.-Egypt Chamber of Commerce.

Certification Locations:

American Egyptian Cooperation Foundation Main Office
330 East 39th Street, Suite 321
New York, NY 10016
Telephone: 212-867-2323
Fax: 212-687-0465

AECF-Washington, DC Office
The Woodward Bldg
733 15th Street NW, Suite 700
Washington, DC 20005
Telephone: 202-393-3369

Fax: 202-393-3369

aecf32@aol.com

www.americanegyptiancoop.org

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Documentation

Decree 275 of 1991 and Law 121 of 1982 stipulate that exporters and importers must be Egyptians.

However, companies established under Investment Law 230 (which allows for 100% foreign ownership) or Companies Law 159 (joint-stock and limited liability companies) are exempt from these regulations. Under Investment Law 230 and Companies Law 159, companies may import industrial inputs necessary for production and export the products they manufacture. Foreign companies that are not manufacturers (e.g. consultancy firms) may import goods (e.g. furniture, equipment) as long as it is for office use only. Foreign companies wishing to import goods for commercial (resale) purposes can only do so through an Egyptian import company.

Importers should possess the following documents:

1. **An Import Card** which is issued by the General Authority for Import/Export Quality Control at the Ministry of Industry.
2. **Taxation Card**, which is obtained from the Taxation Authority or any of its offices.
3. **Three forms of Annex (11) of the import/export executive regulations issued by Ministerial Decree 275/91.** Annex (11),

the application to finance imports with convertible currencies, includes information on the type, quantity, price, and country of origin of the imported commodities. The importer retains one copy which he/she submits to Customs to release the shipment, the second copy is submitted to the Foreign Trade Department at the Ministry of Economy and Foreign Trade and the third copy is kept with the bank to follow-up on payment. The pro-forma invoice or final invoice should be stamped by the bank. (Note: Investment Law 230 companies must obtain approval from the General Authority for Investment to import material necessary for their operation.)

The following documents should be presented to Customs to release imports:

1. Bill of lading. The Bill of Lading must contain the terms "Consignee" and "Notify Party."

The information should correspond with that shown on the invoices and packages.

2. Original invoice. There is no prescribed format to the commercial invoice. Should be issued in a minimum of three copies (additional copies may be requested by importer. Invoices must give all details normally provided and include full description of the goods, all price details, including freight, packing and other charges and discounts, net and gross weights, etc.

Should state that goods are of U.S. origin and that they are manufactured in the United States. If products contain any foreign components, the country of origin and percentage must be indicated. The full name and address(es) of the U.S. manufacturer(s) should also be given.

3. Packing lists.

4. Certificate of origin. Should be issued in a minimum of three copies (additional copies may be requested by importer). The usual data should be given on origin certificates, including weights in Kilograms. Should state that goods being shipped are of U.S. origin and that they are manufactured in the United States. If products contain any foreign components, the country or origin and percentage must be indicated. The full name and address(es) of the U.S. manufacturer(s) must be included. (For natural products, the country of origin is that where the goods are grown or extracted; for manufactured products, where the products receive the form in which they are shipped, with the exception of repacking, resorting, or mixing.)

5. Form (EX), which is a bank form, applicable in cases where the bank finances the importation transaction.

This form is not required if the importer self-finances the transaction.

6. Content analysis of the commodity, if required.

7. Delivery order from the carrier in return for the bill of lading.

8. Custom procedural certificate, which is a customs form that lists information and data including source and country of origin of imports, name of importer, type of product, port of delivery, value, and quantity of the shipment.

Exporters should possess the following documents:

1. **An Export Card,** which is issued by the General Authority for Import/Export Quality Control at the Ministry of Industry.

2. **Taxation Card,** which is obtained from the Taxation Authority or any of its offices.

3. **Original invoice.**

4. **Custom procedural certificate,** which is a customs form that lists information and data on the exported goods.

Other Documentation

1. Insurance Certificate. Insurance is usually obtained by importer. Follow importer's advice in this matter. When exporters (in the U.S.) are asked by the importer to purchase coverage, they must make certain that in fulfilling this request they do not contravene any U.S. laws or regulations.

The following clause - "Egyptian buyer not to bear extra insurance premium due to vessel's coverage" - should be included in the Insurance Certificate.

2. Pro-Forma Invoice. Importer requires a pro-forma invoice (original and four copies) to support application and to open a letter of credit or (sometimes) as the opening step in negotiating an import

contract. It requires that the pro-forma invoice always show the country of origin, name or importer, kind or commodity and the Customs tariff item, the unit, the quantity, price per unit, the basis of contract, and the amount in foreign currency.

3. Steamship Company Certificate. **May be requested by importer.** If so requested, exporter (in the U.S.) must make certain that in fulfilling this request they do not contravene any U.S. laws or regulations.

The Steamship Certificate should contain the sailing schedule of the vessel.

Everyone entering Egypt must declare items such as jewelry, electronic equipment, and other valuables. This requirement is strictly enforced. Any valuable not accounted for may be confiscated. If officials mark in your passport the serial numbers of high-value goods you are carrying, you must depart Egypt with these same goods. There are no currency exchange requirements. A maximum of 100 Egyptian pounds may be carried into or out of Egypt.

Information Source: Trade Information Center, U.S. Department of Commerce, 2005