

2020 MID YEAR LICENSING REVIEW REQUIRED DOCUMENTS

1. Application form 34, signed by directors of the company applying
2. Customs clearance letter from Transaction Monitoring Unit (TMU) for transactions up to 31st March 2020
3. Tax clearance Certificate from ZRA valid up to 30th June 2020
4. Valid copy of customs clearing agent license
5. Latest Company printout from PACRA
6. Curriculum vitae for new employees, certified copies of professional qualifications, copy of NRC
7. Proof of affiliation to Customs clearing agent Association
8. For Removals in Transit (RITs):
 - a) Letter of intent (Intending surety) confirmation letter/s or letter/s from guarantors intending willingness to provide security.
 - b) Proof of presence at entry and exit points through lease agreements or title deeds bearing Directors' details or Company Details
9. For Removals In Bond (RIBs):
 - a) Letter of intent (Intending surety) confirmation letter/s or letter/s from guarantors intending willingness to provide security.
 - b) Proof of ownership or occupancy of a customs area at each inland station where the applicant wishes to operate as a customs clearing agent.