

## Entities responsible for issuing documents

### Document Type

### Place of Issue (Entity in Charge)

Importer's License

- Chambers of Commerce,
- Citizen's House, or
- Notary Public and Identification Services

Industrial Register

- Industry Service Direction

External Trade Title

- Direction of Trade Service

Prior sanitary import authorisation

- Direction of Agriculture, Forestry and Animal Husbandry and Livestock – Veterinary Administration

Prior phytosanitary authorisation for import

- General Direction of Agriculture Forestry and Livestock

**a** – Authorisation for importation of fishery products  
**b** – Sanitary Import Licence (Fishery Products)  
**c** – Certificate of Arrest

- General Fisheries Inspectorate

**a** – Ecological Product Import Authorisation  
**b** – Authorisation for Importation of Endangered Species of Wild Fauna and Flora

- National Directorate of Environment

Registration process for imported vehicles

- Directorate-General for Road Transport

Technical opinion, according to the imported good

- Ministry of Health;
- Ministry of Agriculture;
- Maritime and Port Institute;
- Ministry of Internal Administration;
- Oil companies;
- General Directorate of Road Transport



GOVERNO DE  
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A TRABALHAR PARA TODOS.



Manual do  
**Comércio  
Externo**

Governo de Cabo Verde

## Importation

### Administrative Procedures



## Administrative Procedures in Importation

The import operation is free for the importer holding an import licence.

Natural persons can only import goods in quantity that do not reveal trade practice (Maximum value 100 thousand escudos and maximum weight 150 Kg).

Legal persons who do not have in their social object the import trade, can only import goods for their sector of activity.

For importation, authorisation from the Foreign Trade Title - TCE is required. The application can be submitted by the operator or by a customs broker representing him in the IGRP system;

## Documents required to apply for the TCE

### For businesses

- Current import license;
- Commercial Invoice or Prior Examination;
- Updated Industrial Registration (for industry);
- Sanitary/phytosanitary authorisation (goods of animal or plant origin);

### Singular

- Commercial Invoice or Prior Examination;
- Application;
- Identification document;
- Other documents depending on the imported goods;

### Singular Emigrant

- Commercial Invoice or Prior Examination;
- Application;
- Identification document of the vehicle owner;
- Dispatch entry and registration inspection (for vehicles);
- Brochures (vehicle parts);
- Declaration of non-sale of vehicle;
- Title deed;
- Power of Attorney (where available);
- Proof of emigrant.

### REMPE

- Identification documents of the managing partner;
- REMPE certificate;
- DGCI debt declaration;
- Commercial invoice;

### Other Entities

- Commercial Invoice;
- Application;
- Favourable technical opinion, as required.