



**REPUBLIC OF NAMIBIA  
MINISTRY OF FINANCE**

**NOTICE TO ALL CLEARING AGENTS**

18<sup>th</sup> June 2020

**ENFORCEMENT OF SECTION 41 (1) (C) OF THE CUSTOMS & EXCISE ACT, (ACT NO. 20 OF 1998)**

1. The Ministry wishes to communicate the following information to all the clearing agents;
  - 1.1 For compliance with section 41 (1) (c) of the Customs and Excise Act 20 of 1998, as amended (the Act) all clearing agents are directed to ensure that as from 01 July 2020 all declarants must deliver to a Customs and Excise Officer the importer/exporters' written clearing instructions and supporting documents relating to the goods as Customs and Excise require in each case. Clearing agents must not process any transaction without written clearing instructions and supporting documents.
  - 1.2 All written clearing instructions must contain the following information: importer/exporter comprehensive details, shipment details, customs entry instructions, delivery instructions, authorisation given by importer/exporter and acceptance of instructions by clearing agent.
2. The aforesaid directive is issued in terms of section 2 (5) of the above mentioned Act. Non-compliance thereto will not be condoned and will attract a penalty in terms of section 93 (a) of the Act. Goods irregularly dealt with in contravention with this directive are liable to forfeiture in terms of section 97 of the Act.
3. Enquiries and contact number;  
061 209 2811 Jacqueline Gawanas: Acting Commissioner for Customs and Excise  
[meisie.fuchs@mof.gov.na](mailto:meisie.fuchs@mof.gov.na)

Your cooperation and understanding is appreciated

Yours sincerely,

**Issued by: TONATENI SHIDHUDHU**  
CHIEF PUBLIC RELATIONS OFFICER

