

## **Importation of Used Motor Vehicle under Import Control License**

It is hereby notified that the following conditions and documents will be applicable for issuance of import control licenses in importation of the under-mentioned used motor vehicles.

### **1. General Guidelines**

- i Motor vehicle imported should be right-driven.
- ii Motor vehicle should be registered in Sri Lanka in the name of the licensee within two weeks from the date of release from the Port.
- iii An Assessment Report issued by a recognized agency of the country of import should be furnished.
- iv After the license is approved by the Controller General of Import and Export applicant should pay the license fee to the Department, based on the Cost, Insurance and Freight Value (CIF Value) or age of the vehicle as per Gazette Notification No. 1953/28 dated 11.02.2016.
- v All imports are subject to the tariffs and other levies imposed by the Director General of Customs from time to time.
- vi The motor vehicle itself for which the license is issued should be imported.
- vii Application should be signed by the importer himself. In the case of a partnership or a company, a member authorized by other members by a letter with a letterhead containing basic information of the entity, should be named to deal with the Department. Any change in the letterhead effected until the time of debiting of the license should be immediately notified to me in writing.
- viii All motor vehicles except vintage vehicles should comply with accepted vehicular emission standards and safety standards in Sri Lanka.
- ix A Certificate from an agency recognized by the Department should be furnished to the effect that the vehicle is devoid of mud and soil (only the original).
- x No other motor vehicle, except the motor vehicles purchased under foreign exchange earned by Sri Lankans from employment abroad and motor vehicles donated for State Institutions is permitted to be imported under non-foreign exchange basis.
- xi Letters of Credit should be opened for all the other motor vehicles.

- xii If there are translations of the documents submitted, such translations should have been duly certified by a recognized translator with his seal affixed.
- xiii Application should be submitted by the applicant in person.
- xiv All applications can be downloaded from the official website of the Department ([www.imexport.gov.lk](http://www.imexport.gov.lk)).

**2. Following documents should be submitted in importation of a motor vehicle (General):**

- i Duly completed Application IECD - II
- ii Proforma Invoice issued by the foreign supplier
- iii Certificate of Cancellation of Registration of Vehicle / Certificate of Registration of Vehicle
- iv Clear photographs showing the front and rear sides of the vehicle
- v Documentary proof of the identity of the applicant
- vi Certificate of Registration of Business Name / Brand and a copy of Form 20 stating the Board of Directors (Article of Association)
- vii Certificate of Registration from Construction Industry Development Authority (CIDA) (depending on the motor vehicle imported)
- viii A letter headed paper with the official seal of the entity and specimen signature (Letter headed paper should include business address, telephone numbers and email address of the entity. Any change in such details made after handing over the application should be immediately notified to me.)
- ix Other documents published from time to time or prescribed by the Controller General of Imports and Exports depending on the circumstances may also be applicable.

### 3.1 Tractors for agricultural purposes

3.1.1 It is considered to issue import control licenses for those who fulfil the following eligibilities, with regard to importation of tractors for agricultural purposes. Tractors imported should be in conformity with age categories specified in the classification and the age of the tractor will be determined from the date of its manufacture.

- i. Importer should confirm his involvement in agricultural development activities with a certificate issued by an Agricultural Instructor / Agricultural Research and Production Assistant of the region.
- ii. The motor vehicle should be registered in Sri Lanka, in the name of the applicant himself and the vehicle should not be sold, transferred or alienated until 03 years.

Age as per vehicle type classified under Harmonized Code:

8701.20.20 } from 05 to 10 years to the maximum  
8701.30.20 }

8701.10.10, 8701.91.20, 8701.91.40 }  
8701.92.20, 8701.92.40, 8701.93.20 } from 10 to 15 years to the maximum  
8701.93.40, 8701.94.20, 8701.94.40 }  
8701.95.20, 8701.95.40 }

### 3.2 Motor Vehicles

3.2.1 Motor vehicles used by the staff members of foreign missions who come to Sri Lanka on service, are permitted to be brought for their use during the period of their service in this country for which following conditions will be applicable:

- i. Recommendation from the Ministry of Foreign Affairs in Sri Lanka
- ii. Age of the motor vehicle imported should not be more than 10 years from the date of manufacture.
- iii. Motor vehicle cannot be sold or transferred during the period of service in Sri Lanka.
- iv. Motor vehicle should be re-exported after the period of service. In case the staff member expects to sell, rent out, mortgage, donate or dispose the motor vehicle, import levies payable at the time of importation of such motor vehicle should be settled with the Government.
- v. Registered agencies should certify that the motor vehicle is in compliance with accepted vehicular exhaust emission standards and safety standards in Sri Lanka.
- vi. A Certificate from a recognized agency of the country from which the motor vehicle is imported should be furnished to the effect that the vehicle is devoid of mud and soil.
- vii. Certification is necessary to the effect that CFC gas is not used for air conditioners.

### **3.2.2 Motor Vehicles purchased by Sri Lankans under foreign exchange earned from employment abroad**

- It is considered to issue licenses, subject to the following conditions, for importation of motor vehicle / jeep aged between 03-07 years from the date of manufacture to Sri Lanka, by Sri Lankans who have purchased such motor car / jeep under foreign exchange earned from employment abroad.
  - i. License will be issued under this scheme only for migrant workers who return to the country after employment abroad.
  - ii. Migrant worker should have remitted from time to time, a minimum of 50,000 US Dollars earned as foreign exchange during the period of foreign employment.

- iii. It should be confirmed that the motor vehicle had been registered in the name of the licensee himself and used not less than a year in the country from which the motor vehicle is imported.
  - iv. If it is not confirmed at the time of debiting of the license, import control license will be cancelled, even if the motor vehicle has already been imported.
  - v. Age of motor vehicle, by the date of its shipment should not exceed 07 (seven) years from the date of manufacture.
  - vi. Motor vehicle should be registered in the name of the licensee himself in Sri Lanka and it cannot be sold, transferred or alienated in any other way until 03 years from the date of registration.
  - vii. If the applicant is abroad at the time of applying for a license, a Letter of Authorization containing the name, address and National Identity Card No. of the person authorized to submit the application and obtain the import control license should be furnished through Sri Lankan Mission of the country from which the vehicle is imported.
  - viii. Nevertheless, licensee should come to this Department in person at the time of debiting of the license, with his Passport and original of the Certificate of Registration of Vehicle (If the original of the Certificate of Cancellation of Registration of Vehicle or Export Certificate of the Vehicle and other documents are in another language, their certified English translations should also be submitted).
- **The above conditions will also be applicable for motor cycles purchased from foreign exchange earned abroad, and engine capacity of such motor cycles should be below 350 CC.**

### **3.2.3 Following documents should also be submitted:**

- i. Salary Particulars, Bank Statements etc. should be submitted in support of income earned and remittance of earnings from employment abroad to Sri Lanka from time to time.

- ii. Certified copy of Work Visa
  - iii. Proof should be produced to the effect that motor vehicle was registered in the name of the applicant and used not less than a year in the country from which it is imported (A certified copy of Certificate of Registration of Vehicle and its certified English translation, where the Certificate is in another language).
  - iv. Certified photocopies of the relevant pages of the Passport that contain name of applicant, date of expiry of Passport, date of departure from and date of arrival at the country
  - v. An affidavit to the effect that the information containing in the application and the annexures thereto are true and accurate (Affidavit, if made in a foreign country should be signed in the presence of an officer of the Sri Lankan Mission in the respective country, for which stamps are not required).
  - vi. Letter of Authorization to request the license (where necessary) and letters duly signed and certified
- **Licenses are issued under this scheme on the basis of ‘one license for one person in a life time’.**

### **3.3 Vintage vehicles manufactured before 30 November, 1956**

3.3.1 Vintage motor vehicles are those manufactured before 30 November, 1956. It is considered to issue import control licenses for the Vintage Motor Vehicle Clubs and their members that have fulfilled the following eligibilities for importation of vintage motor vehicles.

- i. Vintage Motor Vehicles should have been duly registered.
- ii. Where the applicant is a member of a Vintage Motor Vehicle Club, he should have membership of such Club for over two years at minimum. Further, he should not have imported a motor vehicle during the last 5 years on licenses issued under foreign exchange earned.

- iii. Motor vehicle should be used only for exhibition purpose and not for passenger transport.
- iv. The motor vehicle should be registered in the name of the applicant himself and the vehicle should not be sold, transferred or alienated in any other way until 05 years from the date of registration.

3.3.2. Following documents should also be submitted:

- i. Certification of Registration of Motor Vehicle to prove that the motor vehicle was manufactured before 30 November, 1956
- ii. Where the applicant is a member of an approved Vintage Motor Vehicle Club, his Membership Card or a letter issued by such Club to prove his membership.

### **3.4. Hearses**

3.4.1 It is considered to issue licenses subject to the following conditions, for applicants who have fulfilled the undermentioned eligibilities for importation of Hearses.

As per the classification, Hearses imported should come under the age category of 'over 3 years but not more than 10 years to the maximum' from the date of first registration subsequent to the date of manufacture.

- i. The entity should have minimum of 06 months' registration under undertaker services.
- ii. An affidavit should be furnished to the effect that the Hearse will not be converted into another vehicle.
- iii. Grama Niladhari and Divisional Secretary should confirm that the entity is an active business having a business address, telephone numbers etc.
- iv. The motor vehicle should be registered in the name of the licensee himself and the vehicle should not be sold, transferred or alienated in any other way until 03( Three) years from the date of registration.

### **3.5. Ambulances**

3.5.1 It is considered to issue import control licenses for those entities that have fulfilled the following eligibilities, for importation of ambulances under the age category of 'over 3 years and not more than 10 years' from the date of manufacture:

- i. The entity should be a state institution which provides services related to health service or a private institution related to health services having governmental registration for over 01 year.
- ii. Having relevant crew for the ambulance (excluding Driver)
- iii. Recommendation from the Secretary to the Ministry of Health / relevant Provincial Secretary of Health
- iv. License will be issued for an institution once a year, for importation of only one ambulance.
- v. An affidavit should be furnished to the effect that the ambulance will not be used for any other purpose.
- vi. The motor vehicle should be registered in the name of the licensee himself and the vehicle should not be sold, transferred or alienated in any other way until 05 (five) years.
- vii. Import licenses will be issued only for donation of ambulances and a written statement from the donor or / donor agency certified by the Sri Lankan Mission in the relevant country should be furnished to confirm that it is a donation. Where the written statement is not in English, it should accompany an English translation duly certified by the said Mission.

### **3.6. Special Purpose Vehicles and Prime Movers (Concrete Mixers, Cranes etc.)**

3.6.1 It is considered to issue import licenses for those institutions that have fulfilled the following eligibilities for importation of special purpose vehicles:



Vehicles imported should be in conformity with age categories specified in the classification and age of vehicle will be computed from the date of manufacture.

Age as per type of vehicle classified under Harmonized Code:

8705.20.20, 8705.90.12, 8705.90.92	}	from 07 to 10 years to the maximum
8705.10.20, 8705.40.20, 8705.90.32	}	from 10 to 15 years to the maximum

- i Certificate from Grama Niladhari to confirm that the applicant is actively engaged in a field of business for over 02 years that requires use of the above vehicles.
- ii Bank Statements of consecutive 06 months should be submitted.
- iii Vehicle should comply with accepted vehicular exhaust emission standards and security standards in Sri Lanka
- iv Entity should have been registered in the Construction Industry Development Authority (CIDA) for over 01 year and it needs to be proved with a valid, updated certificate.
- v. Motor vehicle should be registered in the name of the licensee himself and the vehicle should not be sold, transferred or alienated in any other way until 02 (Two) years from the date of registration.

### **3.7. Fire fighting vehicles**

3.7.1 It is considered to issue import control licenses for those entities that have fulfilled the following eligibilities, for importation of vehicles to Sri Lanka which come under the age category of over 7 years and not more than 10 years from the date of manufacture:

- i. Personal recommendation of the Secretary to the Ministry of Local Government or the relevant Ministry should be furnished, in the case of Government Institutions tasked with engaging fire extinguishing equipment.
- ii. It is considered to issue import licenses for private entities having a high risk of fire.

- iii. Controller General of Import and Export will take the decision on issuance of import control licenses as per recommendations made by a Committee appointed by the Controller General of Import and Export after considering its appropriateness.

The following aspects will be considered in issuance of import control licenses:

- I. Financial capability possessed to import and maintain a fire fighting vehicle
  - II. Nature of the business
  - III. Number of employees, nature of buildings and the surrounding of the place in which such vehicle is expected to be kept.
- iv. Actively engaged in a business of the relevant field for over 01 year (Reports on products, investments etc. made by the business should be submitted to that effect.)
  - v. Vehicle should be registered in the name of the licensee and should not be sold, transferred or alienated in any other way until 03 years.

### **3.8. Heavy vehicles (Trucks)**

3.8.1 It is considered to issue import control licenses for those entities that have fulfilled the following eligibilities, for importation of heavy vehicles (Trucks) which come under the age category of over 4 years and not more than 15 years from the date of manufacture:

- i. Entity should be actively engaged in the field of business that requires use of the above vehicles for over 02 years and it needs to be proved with Certificate of Registration of Business Name or Certificate of Construction Industry Development Authority.
- ii. Reports on contracts secured, nature of business etc. should be furnished.
- iii. Vehicle should comply with accepted vehicular exhaust emission standards and security standards in Sri Lanka
- iv. Vehicle should not be sold, transferred or alienated until 02 years (A transfer will be considered for leasing requirement, if requested by licensee.)

#### **3.8.2 Trucks**

It is considered to issue import control licenses to the following eligible entities for importation of trucks. Vehicles imported should be in conformity with age categories

specified in classification of vehicles and age of vehicle will be computed from the date of manufacture.

Age of vehicle as per type of vehicle specified under 8704.21.52 (Harmonized Code) should be between 04 to 15 years to the maximum.

Entity should be engaged in the field of business that requires use of the above vehicles for over 02 years and it needs to be proved with Certificate of Business Name Registration and Certificate from Divisional Secretary.

3.8.3 It is considered to issue licenses only for one vehicle for a person once a year.

### **3.9. Special purpose vehicles (Freezers, Browsers, Gully Browsers, Garbage Compactors and Mobile Vehicles etc.)**

3.9.1. It is considered to issue import control licenses for those entities that have fulfilled the following eligibilities, for importation of special purpose vehicles (Browsers, Gully Browsers, Garbage Compactors and Mobile Vehicles etc.). Vehicles imported should be in conformity with age categories specified in the classification, and age of vehicle will be computed from the date of manufacture.

3.9.2. Licenses for special mobile vehicles are issued only for State Institutions, for which personal recommendation of the Secretary to the relevant Ministry is required.

3.9.3. Entities eligible to make requests for importation of Gully Browsers and Garbage Trucks:

- A Local Government Authority (Decision of the Local Government Authority to purchase such vehicle and recommendation of the Secretary to the relevant Ministry is required in this regard.)
- A business entity directly engaged in such business for over 02 years using such vehicle

8704.31.12, 8704.32.43

8704.21.14, 8704.22.52,  
8704.23.62, 8704.31.14  
8704.32.52

} from 05 years to 10 years to the maximum

}

8704.22.43, 8704.23.53                              from 10 years to 15 years to the maximum  
8704.22.63, 8704.23.73, 8704.32.63  
8705.90.22                 }     from 07 years to 10 years to the maximum

In the case of Private entities,

- i. Entity should be engaged in the field of business that requires use of the above vehicles for over 02 years and it needs to be proved with the Certificate of Business Name Registration or Certificate of Construction Industry Development Authority (CIDA).
- ii. Reports on contracts secured by the entity, nature of business etc. should be furnished.
- iii. Vehicle should be registered in Sri Lanka in the name of the licensee himself and should not be sold, transferred or alienated in any other way until 03 (Three) years.

04. Motor vehicles imported to Sri Lanka under the above licenses should be debited by this Department, prior to release from the Customs.

#### **Required documents**

- i. Customs Declaration
- ii. Bill of Lading (BL)
- iii. Commercial Invoice (endorsed by a commercial bank)
- iv. Pre-shipment Certificate issued by an institution acceptable to the Department
- v. Export License, Certificate of Registration or Certificate of Cancellation of Registration (Where the certificate is not in English, its translation certified by a registered translator)
- vi. Certificate of Exhaust Emission Standards and Safety Standards obtained from an institution recognized by this Department
- vii. Certificate to the effect that the vehicle is devoid of mud and soil
- viii. Certificate to the effect that the air conditioner of vehicle is free from Chlorofluorocarbon (CFC free Certificate)
- ix. Assessment Report

x. Import Control License

**N.B:**

- **All the above are guidelines stipulated solely for the convenience of the general public.**
- **Importer is obliged to produce relevant documents other than the above, when requested by me.**
- **In case documents furnished are found to be forged, the Controller General of Import and Export will take steps to cancel the Import Control License, order for re-export, black-list the institution or the person or pursue any other legal action.**

However, the Controller General of Import and Export will reserve the right in terms of powers vested in him under the Import and Export (Control) Act, to take the final decision on issuance, amendment, suspending, and cancellation of a license or any other issue arisen out of the above.

**T. V. D. Damayanthi S. Karunaratne**  
**Controller General of Import and Export**  
**21.10.2019**