

Importation of a Used Motor Vehicle under Import Control License.

Following conditions and documents will be applicable for issuance of import licenses in importation of the under-mentioned used motor vehicles until further notice.

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 and should not sell, transfer or alienate until 5 years from such date of registration.
- iii An Assessment Report from an accepted institution of the relevant country should be furnished (original only).
- iv Applicant should pay the license fee to the Department, based on the CIF Value (Cost, Insurance and Freight Value) or age of the vehicle in terms of Gazette Notification No. 1953/23 dated 11.02.2016 after the license is approved by the Controller General of Import and Export.
- v All imports are subjected to the tariffs and other levies imposed by the Director General of Customs from time to time.
- vi Applicant should prove his financial capability to import a motor vehicle.
- vii The motor vehicle itself for which the license is issued should be imported.
- viii Application should bear the signature of the importer. In the case of a partnership or a company, a partner should be named by the other partners to deal with the Department by a letter delegating the relevant authority, and its letterhead should contain essential information of the business. Any change in the letterhead occurred until the time of debiting the license the Department should be notified immediately.
- ix All motor vehicles except vintage vehicles should comply with accepted vehicular emission standards and safety measures in Sri Lanka
- x A Certificate from an institution acceptable to the Department should be furnished to the effect that the vehicle is devoid of mud and soil (only the original).
- xi No other motor vehicle is permitted to be imported under non-foreign exchange basis, except motor cars purchased under foreign exchange earned by Sri Lankans and donated for State Institutions

- xii Letters of Credit should be opened for all the other motor vehicles
- xiii If translations are submitted for documents, such translations should be duly certified by a sworn translator with his seal affixed.
- xiv .Application for motor vehicle should be submitted by the applicant in person.
- xv All applications can be downloaded from the official website of the Department (www.imexport.gov.lk).

2. Following documents should be submitted in importation of a vehicle:

- i Duly completed Application IECD - II
- ii Proforma Invoice furnished by the foreign supplier
- iii Certificate of Registration of Vehicle
- iv Clear photographs showing the front and back side of the vehicle
- v Documents of proof of the identity of the applicant
- vi A copy of the Certificate of Registration of Business Name and a copy of Form 20 stating the board of directors
- vii A letter head with the official stamp of the entity and specimen signature (Letterhead should include business address, telephone number and email address)
- viii Bank Statements of immediately preceding 06 months denoting financial capability of the applicant (a minimum sum equivalent to the value of the vehicle should be continuously maintained in the account) and financial statements
- ix Documents published or prescribed by the Controller General of Import and Export from time to time may be applicable.

3.1 Tractor (for agricultural purposes)

3.1.1 Issuance of import licenses will be considered for those fulfilling the following eligibilities, with regard to tractors for agricultural purposes which are of the age category of 3-5 years from the date of manufacture:

- i. Importer should have engaged in agricultural activities for over 02 months
- ii. Extent of cultivation should exceed 05 acres

3.1.2 The following documents should also be submitted:

- i A letter from the relevant department confirming that the importer is engaged in the agricultural development activities
- ii Documents of proof regarding the land (title of deed of the land, long-term permits etc.)

3.2. Motor Cars

3.2.1. Motor vehicles used by the staff members of foreign missions who come on service to Sri Lanka are permitted to be brought for their use during their period of service in this country.

- i. Recommendation of the Ministry of Foreign Affairs in Sri Lanka
- ii. Motor vehicle cannot be sold or transferred within the period of service in Sri Lanka
- iii. Motor vehicle should be re-exported after the period of service. In case the motor vehicle is expected to be sold, rented out, mortgaged, donated or disposed, import levies payable at the time of importation of such motor vehicle should be settled with the Government.
- iv. Motor vehicle should comply with accepted exhaust emission standards and safety measures in Sri Lanka

- v. A Certificate from an institution acceptable to the Department should be furnished to the effect that the vehicle is devoid of mud and soil.

3.2.2 Motor Vehicle purchased by Sri Lankans from foreign exchange earned

- Issuance of licenses will be considered, subject to the following conditions, for importation of motor vehicles to Sri Lanka which come under the age category of 3-5 years from the date of manufacture, by Sri Lankans who have purchased such motor vehicles from foreign exchange earned.
 - i. Issuance of license will be considered only for migrant workers who return to the country after foreign employment.
 - ii. It should be confirmed that the motor vehicle has been registered in the name of the licensee in the relevant country and used not less than a year.
 - iii. If such confirmation is not made at the time of debiting of the license, import license will not be valid, even if the motor vehicle has already been imported.
 - iv. If the applicant is abroad at the time of applying for a license, he should authorize a person, mentioning his name, address and National Identity Card No. to submit the application and obtain the import license.
 - v. 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 (Original of the Certificate of Cancellation of Registration of Vehicle or Export Certificate of the Vehicle and their certified translations should be submitted).
- The above conditions will also be applicable for motor cycles purchased from foreign exchange earned, and such motor cycles should come under below 350 CC category.

3.2.3. Following documents should also be furnished:

- i. Foreign employment should be confirmed with Salary Particulars and Bank Statements
 - ii. Earnings from foreign employment should be supported with written proof.
 - iii. Certified copy of Working Visa
 - iv. Proof should be produced to the effect that the motor vehicle is registered in the name of the person in the relevant country and used not less than a year in the same country (certified copy of Certificate of Registration of Vehicle and its certified English copy, when the Certificate is in any other language).
 - v. Certified photocopies of the relevant pages of the Passport that contain name of applicant, date of cancellation of Passport, departure from and arrival at the country
 - vi. An affidavit to the effect that the information containing in the application and the annexures thereto are true and accurate (If the affidavit is furnished in a foreign country, it should be signed in the presence of an officer of the Sri Lankan Mission in the respective country, for which stamps are not required).
 - vii. 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 for 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

3.3.2. Issuance of import licenses will be considered for the Vintage Motor Vehicle Clubs and their members that have met the following eligibilities for the importation of vintage motor vehicles manufactured before 30 November 1956.

- i. Vintage Motor Vehicle Club should have registration of the Department of Motor Traffic.
- ii. In case the applicant is a member of a Vintage Motor Vehicle Club, he should have membership of such Club for over two years. Further, he should not have imported a motor vehicle over the last 5 years under foreign exchange earned.
- iii. Motor vehicle should be used for exhibition purposes only and not for passenger transport.

3.3.3. Following documents should also be furnished:

- i. Certification of Registration of Vehicle to prove that the motor vehicle was manufactured before 30 November 1956
- ii. Documentary proof to support that the Vintage Motor Vehicle Club has the registration of the Department of Motor Traffic where the applicant is a Vintage Motor Vehicle Club.
- iii. Membership card or a letter issued by the relevant Club to support that the Vintage Motor Vehicle Club has the registration of the Department of Motor Traffic where the applicant is a member of such Club.

3.4 Hearses

3.4.1. Issuance of licenses will be considered subject to the following conditions, for importation of hearse to Sri Lanka which comes under the age category of 3-10 years from the date of manufacture of such hearse:

- i. It should be an organization with registration for 02 years under caretaker services.
- ii. Divisional Secretary should confirm that the organization is an active caretaker service provider.
- iii. Hearse should not be converted into another vehicle.

3.4.2 Following documents should also be furnished:

- i. Certificate from Divisional Secretary to the effect that the business is active.

3.5. Ambulances

3.5.1 Issuance of import control licenses will be considered for those entities that have met the following eligibilities, for importation of ambulances to Sri Lanka which come under the age category of 3-10 years from the date of manufacture of such ambulance:

- i. It should be a state institution providing health services or a private institution having government registration for over 02 years
- ii. Having relevant crew for the ambulance (excluding driver)
- iii. Recommendation of the Secretary to the Ministry of Health / Provincial Secretary of Health
- iv. Issuance of license will be considered for an institution once a year for importation of a hearse.
- v. It cannot be used for any other purpose.
- vi. Import licenses will be issued only for donation of ambulances and a written statement from the donor or / donor agency which is certified by the Sri Lankan

Mission in the relevant country should be furnished. When it is not in English, an English translation certified by the Foreign Embassy should be produced.

3.5.2. Following documents should also be furnished:

- i. Letter of Recommendation from the Secretary to the Ministry of Health / Provincial Secretary of Health
- ii. Letter from donor agency (Letter should accompany a certified English translation, when it is not in English.)

3.6. Special Purpose Vehicles (Browsers, Freezers, Concrete Mixers etc.)

3.6.1. Issuance of import licenses will be considered for those institutions that have met the following eligibilities for importation of special purpose vehicles that come under the age category of 05-10 years from the date of manufacture:

- i Actively engaged in such field of business for over 02 years that requires use of the above vehicles (Reports on the nature of businesses, contracts secured should be furnished and the business engaged in contracts worth over Rs. 50 million at minimum.)
- ii Availability of funds in the Bank Account continuously for 06 months, adequate to secure the requested vehicle
- iii Vehicle should comply with vehicular standards in Sri Lanka
- iv Vehicle should have registration with Construction Industry Development Authority (CIDA) for over 02 years and the Certificate should be updated and valid.
- v Vehicle cannot be sold, transferred or alienated until 05 years.
- vi When the annual value of contracts carried out amounts to Rs. 50 million license will be issued for importation of one vehicle from one type. Value of the contracts amounts to Rs. 100 million or more the business will be entitled to 02 vehicle licenses for importation of vehicles.

3.6.2. Following documents should also be furnished:

- i Financial statements of previous 06 months (Minimum balance of twice the value of the vehicle or Rs. 50 million should be maintained.)
- ii Proof of documents on production and contracts secured within 02 years registered for engaging in the above activities
- iii Certificate of Institute of Construction Training and Development (ICTAD)
- iv Documents of confirmation from the Institute of Construction Training and Development (ICTAD) about contracts carried out for last 02 years

3.7. Fire fighting vehicles

3.7.1 Issuance of licenses will be considered for those institutions that have met the following eligibilities, for importation of vehicles to Sri Lanka which come under the age category of 7-10 years from the date of manufacture:

- I. Entity should be a state institution tasked with using fire extinguishing equipment. Personal recommendation of the Secretary to Ministry of Local Government or the relevant Ministry should be furnished.
- II. Issuance of import licenses will be considered for private institutions with high risk of fire.
- III. Controller General of Import and Export will take the decision on issuance of import licenses as per recommendations made by a Committee appointed by the Controller General of Import and Export after considering its feasibility.
 - i Financial capability to import and maintain a fire fighting vehicle
 - ii Nature of the business
 - iii Cadre, buildings and the surrounding of the expected place of using it will be considered.
- IV. Actively engaged in a business of the relevant field for over 02 years (Reports on production, investment made by the business should be submitted.)
- V. After a license is issued for an institution or a work site it cannot apply for a license until lapse of 03 years.

3.7.2. Following documents should also be furnished:

- i Certificate from Divisional Secretary to the effect the entity is engaged in active business.
- ii Documents of confirmation about production, investments made within 02 years registered for engaging in the above activities

3.8. Heavy vehicles (Trucks, Crane Lorries etc.)

3.8.1 Issuance of licenses will be considered for those institutions that have met the following eligibilities, for importation of vehicles (Trucks, Crane Lorries etc.) to Sri Lanka which come under age category of 10-15 years from the date of manufacture:

- I. Actively engaged in the field of business that requires use of the above vehicles for over 02 years (Reports on contract businesses secured by the business should be furnished.)
- II. It should be confirmed that contracts worth over 50 million have been carried out.
- III. Vehicle to comply with vehicular standards in Sri Lanka
- IV. Having valid registration in the Construction Industry Development Authority (CIDA) for over 02 years
- V. Vehicle cannot be sold, transferred or alienated until lapse of 05 years.

3.8.2. Not more than one license will be considered to be issued for a person per year.

Following documents should also be furnished:

- i Letter from Divisional Secretary to the effect that the entity is engaged in active business.
- ii Details on contracts secured within 02 years registered to engage in the above activities
- iii Updated and valid Certificate of Construction Industry Development Authority (CIDA)

3.9. Special purpose vehicles (Gully Browsers, Garbage Compactors, Mobile Vehicles)

3.9.1. Issuance of import control licenses will be considered for those entities that have met the following eligibilities, for importation of special purpose vehicles (Gully Browsers, Garbage Compactors, Mobile Vehicles) which come under the age category of 10-15 years 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 that can request for importation of Gully Browsers, Garbage Trucks:

- i. 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.)
- ii. A business entity directly engaged in such business over 02 years using such a vehicle

3.9.4. Following documents should also be furnished:

- i. Letter of Recommendation of the Secretary to the relevant Ministry (State Institutions or Local Government Authorities)
- ii. A certified copy of the decision of the Local Government Authority to purchase such **vehicle (for Local Government Authorities)**

For private entities:

- i. Letter from Divisional Secretary to the effect the entity is actively engaged in such business.
- ii. Updated valid Certificate of Construction Industry Development Authority (CIDA)

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. Custom Declaration
- ii. Bill of Lading (BL)
- iii. Commercial Invoice (endorsed by commercial bank)
- iv. Pre-shipment Certificate issued by an institution acceptable to the Department
- v. Export license or Certificate of Cancellation of Registration (When the certificate is not in English, its translation certified by a sworn translator)
- vi. Certificate of Exhaust Emission Standards and Safety Measures obtained from an institution acceptable to this Department
- vii. Certificate to the effect that the vehicle is devoid of mud and soil
- viii. Original of Certificate of Cancellation of Registration of Vehicle or Export Certificate of Vehicle, together with their certified English translations
- ix. Assessment Report
- x. Certificate to the effect that the motor vehicle is free from Chlorofluorocarbon (CFC free Certificate)
- xi. Import License

N.B:

- **All the above are guidelines.**
- **Importer is obliged to produce relevant documents other than the above, when requested.**
- **In case documents furnished are found to be forged, the Controller General of Import and Export will take steps to cancel the 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 the Import and Export (Control) Act, to take the final decision on issuance, amendment, suspending, cancellation of a license or any other issue arisen out of the above.

Approved By : T.V.D.Damayanthi S Karunaratne

Imports Exports Controller General

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