



## Customer Advisory

Date: 27<sup>th</sup> July 2012

Dear Valued Customers,

**Subject: Kenya Import Manifest Amendment**

Please be informed that Kenya Revenue Authority (KRA) has given the following instructions for import manifest amendments.

With immediate effect, any amendment to the CONSIGNEE and DESTINATION (especially for In-Transit cargo) will require:

1. LOI from the Shipper explaining the reason why amendment is needed.
2. A letter of authority from Uganda Revenue Authority instructing KRA to proceed with amendment (for Uganda bound shipment)
3. For consignee change, a sworn affidavit from both the consignees is mandatory.

Please ensure that you provide accurate Consignee and Destination details in your Shipping Instructions to avoid this time-consuming procedure.

For your guidance, our Kenya office needs to prepare import manifest 5 days before vessel arrival and your co-operation is much needed to meet this timeline.

Thank you for your continued and partnership.