



PROCEDURE FOR IMPORTATION OF VESSELS



**IMPORT PERMIT UNIT
RECEIVES THE
APPLICATION &
NECESSARY DOCUMENTS**

**SEYCHELLES MARITIME
SAFETY AUTHORITY
ASSESSES THE AUTHENTICITY
OF THE DOCUMENTS IN LINE
WITH THE VESSELS POLICY**

**IMPORT PERMIT UNIT
ISSUES THE PERMIT OR
THE REJECTION LETTER**

Seychelles Maritime Safety Authority is the entity responsible for authorising the importation of 'Vessels' into Seychelles.

The applicant can apply for an import permit via our e-service <https://eservice.egov.sc/gateway/homepage> after registration for a valid e- ID from the Import/Export Permit office, or through a registered clearing agent.



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There are three (3) categories of importation

CATEGORY No 1: Personal Import

1.1 Applicant can submit its request to the Import and Export Permit Unit (IEPU) and is required to provide the following documents:

- Pro-forma invoice: which contains the boat specification details
- Letter of Purpose
- Boat Builders Certificate or a survey report for the boat if the boat builder certificate is not available.
- Bill of Sale
- Picture of the Boat
- Valid National Identity Card (NIN)
- Copy of Passport for non-residents

1.2 Upon receipt of all the necessary documents, the application is submitted to the Seychelles Maritime Safety Authority, to assess the authenticity of the documents in line with the vessels policy.

1.3 Seychelles Maritime Safety Authority, after their assessment, re-sends the application to the Import and Export Permit Unit with either one of the following decisions:

- (a) Approval - Applicant is issued with an import permit
- (b) Rejection - Applicant is issued with a rejection letter



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CATEGORY No 2: Commercial Import

2.1 Applicant can submit its request to the Import and Export Permit Unit (IEPU) and is required to provide the following documents:

- Pro-forma invoice: which contains the boat specification details
- Letter of Purpose
- Boat Builders Certificate or a survey report for the boat if the boat builder certificate is not available.
- Boat Contract
- Registration Certificate of the vessel
- Insurance Policy
- Valid Business License
- Business Registration Certificate
- Tax Identification Number Certificate (TIN)
- A letter of approval from SIB (if it's a new project)

2.2 Upon receipt of all the necessary documents, the application is submitted to the Seychelles Maritime Safety Authority, to assess the authenticity of the documents in line with the vessels policy.

2.3 Seychelles Maritime Safety Authority, after their assessment, re-sends the application to the Import and Export Permit Unit with either one of the following decisions:

- (a) Approval - Applicant is issued with an import permit
- (b) Rejection - Applicant is issued with a rejection letter



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CATEGORY No 3: Temporary Import

3.1 Applicant can submit its request to the Import and Export Permit Unit (IEPU) and is required to provide the following documents:

- **Pro-forma invoice:** which contains the boat specification details
- **Registration Certificate** of the vessel
- **Insurance Policy** covering the vessel while in the Indian Ocean during its stay in Seychelles
- **Letter of intent** stating length of stay
- **Copy of the applicant's passport**
- **Port Authority Boarding Certificate/Customs Temporary Certificate**
- **A boat builder certificate or a survey report for the boat if the boat builder certificate is not available**

3.2 Upon receipt of all the necessary documents, the application is submitted to the Seychelles Maritime Safety Authority to assess the authenticity of documents in line with the boat policy.

3.3 Seychelles Maritime Safety Authority, after their assessment, re-sends the application to the Import and Export Permit Unit with either one of the following decisions:

- (a) Approval - Applicant is issued with an import permit**
- (b) Rejection- Applicant is issued with a rejection letter**



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Contacts

For any further information or inquiries, please contact the Seychelles Maritime Safety Authority or the Trade Department at the Ministry of Finance, National Planning and Trade

**Seychelles Maritime Safety
Authority**

**Telephone Number: +248
4224866**

**Email:
director1.smsa@gmail.com**

Trade Department

**+248 4382143
+248 4382162
+248 4382161**

**Email:
iepermit.info@finance.gov.sc**

The Department of Trade may periodically update and amend the leaflet to ensure alignment with current practices.