

Documents required – Postals

Postal (ORT, CTA Durban or Cape Town Harbour)

Individual (No Contractor Used)

- Exit Border Stamp
- Copy of QP's Passport Showing Entry into the Republic
- Issued VAT255 Signed by QP
- Copy of QP's Passport (Including Pages Showing QP Name, Passport, and Country of Residence)
- Proof of Payment to VAT Vendor (For Invoices Above R10,000)
- Customs Official Release Documentation (TRD1_SAD500_CND2)

Company (No Contractor Used)

- Exit Border Stamp
- Copy of QP's Passport Showing Entry into the Republic
- Issued VAT255 Signed by QP
- Copy of Duly Authorized Person's Passport (Including Pages Showing QP Name, Passport, and Country of Residence)
- Copy of QP's Trading License or Similar Documentation to Prove Conducting Business in the Export Country
- Letter of Authorization to Represent QP
- Proof of Payment to VAT Vendor (For Invoices Above R10,000)
- Customs Official Release Documentation (TRD1_SAD500_CND2)

Tourist with SA Passport

- Exit Border Stamp
- Copy of QP's Passport Showing Entry into the Republic
- Issued VAT255 Signed by QP
- Copy of QP's Passport (Including Pages Showing QP Name, Passport, and Country of Residence)
- Proof of Payment to VAT Vendor (For Invoices Above R10,000)
- Customs Official Release Documentation (TRD1_SAD500_CND2)

- Proof of Permanent Residence in Export Country

Individual is a Foreign Diplomat

- Exit Border Stamp
- Copy of QP's Passport Showing Entry into the Republic
- Issued VAT255 Signed by QP
- Copy of QP's Passport (Including Pages Showing QP Name, Passport, and Country of Residence)
- Proof of Payment to VAT Vendor (For Invoices Above R10,000)
- Customs Official Release Documentation (TRD1_SAD500_CND2)
- Letter Stating Qualifying Purchaser is Departing from the Republic Permanently

Second-hand Item

- Customs Official Release Documentation (TRD1_SAD500_CND2)
- Exit Border Stamp
- Copy of QP's Passport Showing Entry into the Republic
- Issued VAT255 Signed by QP
- Copy of QP's Passport (Including Pages Showing QP Name, Passport, and Country of Residence)
- Proof of Payment to VAT Vendor (For Invoices Above R10,000)

Registrable Item

- Customs Official Release Documentation (TRD1_SAD500_CND2)
- Exit Border Stamp
- Copy of QP's Passport Showing Entry into the Republic
- Issued VAT255 Signed by QP
- Copy of QP's Passport (Including Pages Showing QP Name, Passport, and Country of Residence)
- Proof of Payment to VAT Vendor (For Invoices Above R10,000)

Export via Contractor

By Motor Vehicle

Please attach the required documents based on your claimant type (Individual, Company, Tourist, Diplomat) and provide the following additional documents:

- Proof that the Claimant's Goods Were Exported by a Contractor, Logistics Provider, Courier, or Freight Service

By Air

- Verified Copy of the Tax Invoice or Invoice from QP's Cartage Contractor to QP
- Goods Received Note Issued by Cartage Contractor
- Delivery Note from Cartage Contractor
- Vendor Tax Invoice (In Respect of Goods) Signed and Stamped by Cartage Contractor
- Proof of Delivery Stamped and Signed by Recipient's Appointed Representative
- Delivery Note Signed by Recipient
- Copy of Air Waybill
- Flight Number
- Date and Place of Departure of Consignment

By Sea

- Verified Copy of the Tax Invoice or Invoice from QP's Cartage Contractor to QP
- Goods Received Note Issued by Cartage Contractor
- Delivery Note from Cartage Contractor
- Vendor Tax Invoice (In Respect of Goods) Signed and Stamped by Cartage Contractor
- Proof of Delivery Stamped and Signed by Recipient's Appointed Representative

- Delivery Note Signed by Recipient
- Bill of Lading (With Full Descriptions of Movable Goods to be Exported)

By Sea for More Than One Person Exported in One Consignment and One Bill of Lading Issued

- Goods Received Note Issued by Cartage Contractor
- Delivery Note from Cartage Contractor
- Vendor Tax Invoice (In Respect of Goods) Signed and Stamped by Cartage Contractor
- Delivery Note Signed by Recipient/Appointed Representative as Confirmation of Receipt of Goods
- Annex Issued by Clearing Agent with Description by Each Vendor