



#### **SUMMARY FOR PROCESSING A WT8**

Upon Assessment of the Declaration by the Customs Agent,

1. Document processing will begin.
2. Trigger selectivity
3. URA Officers at the Port shall verify the units and inspect the entry / upload the V.A.
4. Doc Check and Release the Declaration
5. Upon release, agent or client representative will clear port / CFS charges.
6. Agent will request for a T1 from customs officers at the port/ CFS.
7. Upon issuance of the T1, proceed to KRA for issuance of the C2 where the vehicle will move to the boarder.
8. Note that, the border processes for the WT8 will be maintained.

Upon arrival of the consignment at the Bonded Warehouse the normal Cargo receiving operations shall be undertaken.

- 1) T1 shall be arrived and validated
- 2) Asycuda World Manifest Generated
- 3) The bond officer will account for the entry and bond will be acquitted.
- 4) Agent captures a Normal IM7

#### **SUMMARY FOR PROCESSING IM4**

Upon Assessment of the Declaration by the Customs Agent,

- 1) Document processing will begin.
- 2) Trigger selectivity

- 3) URA Officers at the Port shall verify the units and inspect the entry / upload the V.A.
- 4) Doc Check and Release the Declaration
- 5) Upon release, agent or client representative will clear port / CFS charges.
- 6) Agent will complete MV Form 700 on the web portal (ETAX) and submits it to customs for processing
- 7) Customs will receive and process the form the vehicle will be registered. The log book can be printed at this stage
- 8) The log book will also be sent to the client log in.
- 9) The agent can go back and request for exit from Mombasa.
- 10) Exit note will be issued and there after C2 generated by KRA.

Upon arrival of the consignment at the Border

1. Physical documents are received at the border and the exit is arrived
2. Number plate can be placed on the vehicle at this point.
3. The bond officer will account for the entry and bond will be acquitted.
4. Agent captures a Normal IM7
5. The rest of ware housing / ex-ware housing processes are going to remain the same.