Operating a business / Import permit / Second-hand goods

3 | Obtain import permit

Contact details

Entity in charge
One-Stop Business Facilitation Centre (OBFC)
Kingsway Road LNDC Phase II 1st floor, Maseru 100
Tel: +266 2232467
Website: www.obfc.org.ls

Unit in charge
Import and export section
Mon: 08:00 - 12:45, 14:00 - 16:30
Tue: 08:00 - 12:45, 14:00 - 16:30
Wed: 08:00 - 12:45, 14:00 - 16:30
Thu: 08:00 - 12:45, 14:00 - 16:30
Fri: 08:00 - 12:45, 14:00 - 16:30

Person in charge
Lieketso Tseko
Senior import and export officer
Tel: +266 58736926
Email: fsehlabaka@yahoo.com

Expected results

1. Import permit

Requirements

1. Import permit - application (original)
2. Proforma invoice (original)
3. Affidavit - for the company (original)
4. National ID Card - certified (original)
or Passport - certified (original)
5. Trader’s license - certified (original)

Time frame

Waiting time in queue: Max. 5min
Attention at counter: Max. 10mn

Legal justification

1. Import & Export Permit Control Act 1984
   Article 3(1)-3(3)
2. Import and Export Control Amendment 1996

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Additional information

The applicant comes with a printed copy of the application. The officer checks the application, then
the officer will approve the application, print the import permit, sign and stamp it. The printed copy
of the application as provided by the applicant is filed and archived by the officer.

When the applicant imports some goods for his/her personal use, the certified copy of the trader
license is replaced by an affidavit as attached.

Affidavit

Recourse: One-Stop Business Facilitation Centre (OBFC)

Entity in charge
One-Stop Business Facilitation
Centre (OBFC)
Kingsway Road LNDC Phase II 1st
floor, Maseru 100
Tel: +266 22324667
Website: www.obfc.org.ls

Unit in charge
Director office
Mon: 08:00 - 12:45, 14:00 - 16:30
Tue: 08:00 - 12:45, 14:00 - 16:30
Wed: 08:00 - 12:45, 14:00 - 16:30
Thu: 08:00 - 12:45, 14:00 - 16:30
Fri: 08:00 - 12:45, 14:00 - 16:30

Person in charge
Monaheng Monaheng
Director (OBFC)
Tel: +266 58772285
Email: monahengmaichu@gmail.com

Entity in charge: OBFC
Certified by: Monaheng Monaheng
Date/Signature:

MINISTRY OF TRADE AND INDUSTRY
DIRECTOR OF OBFC
P.O. BOX 747
MASERU 100 LESOTHO

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