



# MINISTRY OF FOREIGN AFFAIRS AND FOREIGN TRADE

## INFORMATION BOOKLET FOR RETURNING RESIDENTS

*Welcome...*



The Government of Jamaica welcomes home its returning residents from overseas shores. Through instrumentality of the Ministry of Foreign Affairs and Foreign Trade, this Booklet contains pertinent information and general guidelines to facilitate the re-entry and resettlement process for Jamaican nationals and their families.

In addition to these guidelines, the booklet contains specific details on the following:

- Eligibility for duty concessions
- Importation of personal and household effects
- Tools of trade
- Clearance of unaccompanied baggage
- Importation of motor vehicles

For clarification or additional information, please contact the Diaspora and Consular Affairs Department of the Ministry of Foreign Affairs and Foreign Trade, 21 Dominica Drive, Kingston 5, Tel: 876 926 4220 or email [dca@mfaft.gov.jm](mailto:dca@mfaft.gov.jm) or the nearest Jamaican Diplomatic or Jamaican Consulate General or Jamaican Consulate. The main addresses and contact numbers of these overseas Missions are provided within the body of this document as well as in the blue pages of the local Telephone Directory.

## INTRODUCTION

In recognition of the need to facilitate the relocation and resettlement of those Jamaicans who return home to retire, invest, work or share experiences and expertise gained abroad, the Government of Jamaica introduced a number of procedures and mechanisms aimed at simplifying the bureaucratic processes. One such initiative was the implementation of the *Charter for Long-term Returning Residents* in 1993, the provisions of which include:

- The establishment of a Returning Residents Facilitation Unit in the Ministry of Foreign Affairs and Foreign Trade to deal specifically with Returning Residents' matters in coordination with Jamaica's Missions abroad, in particular, those in the United States of America, Canada and the United Kingdom, as well as Ministries, Departments and Agencies which administer the various procedures and regulations affecting Returning Residents.
- The review of statutory provisions relating to matters such as eligibility for concessions and importation of personal and household effects and tools of trade.
- The standardization of the procedures relating to the importation of motor vehicles.
- The provision of adequate and current information to Returning Residents.

The Returning Residents Facilitation Unit (RRFU) subsequently was upgraded to a department, now known as the **Diaspora and Consular Affairs Department**. The Department serves as the focal point for the facilitation of assistance to Returning Residents through the transmission of information to and from overseas based Jamaicans. The functions of the Department include:

- Operate as an information centre and contact point for Jamaican communities abroad.
- Monitoring of procedures relating to the relocation process; the identification of problems and the facilitation of solutions.
- Promotion of the development of a policy supportive of the interests of Jamaican communities in their respective host countries.

- Encouragement and mobilization of Jamaicans abroad in the promotion of mutually beneficial relationships that contribute to national development.

In carrying out its functions the Department liaises with key Ministries, Departments and Agencies, including:

- The Passport Immigration and Citizenship Agency (PICA), [www.pica.gov.jm](http://www.pica.gov.jm) which falls under the Ministry of National Security for matters relating to nationality, citizenship and immigration procedures;
- The Jamaica Customs Agency, [www.jacustoms.gov.jm](http://www.jacustoms.gov.jm) - matters relating to eligibility for concessions, and the importation and clearance of personal and household effects, tools of trade, motor vehicles and other items;
- The Trade Board Limited, [www.tradeboard.gov.jm](http://www.tradeboard.gov.jm) - matters relating to the issuance of Import Licenses;
- The Ministry of Finance and Planning and the Ministry of Industry, Investment and Commerce- matters relating to motor vehicle import policy and the duty regime.
- Jamaica Promotions Corporation (JAMPRO), [www.jamaicatradeandinvest.org](http://www.jamaicatradeandinvest.org) - matters relating to investment policy and establishment of businesses.

## **ELIGIBILITY AND BASIC REQUIREMENTS FOR RETURNING RESIDENT STATUS**

In order to qualify for Returning Resident status and benefit from concessions on personal and household effects and tools of trade, the following requirements must be met:

- Be a Jamaican national who has attained the age of **eighteen (18) years**;
- Have been resident overseas for the last **three (3) consecutive years**;
- Be returning to Jamaica to reside permanently.

## Special Cases

- Non-Jamaican spouses or persons who qualify for Returning Resident status are afforded the same concessions as their Jamaican partner. **Both parties must have resided overseas for at least three (3) consecutive years.**

A couple will be treated as **one family** if they return together. Spouses who do not return together but do so within three (3) years of each other are treated as one family and are entitled to only one (1) concession.

- Returning students who have attained the age of eighteen (18) years who have studied abroad for more than one (1) year, but less than three (3) years qualify for concessions in respect of tools of trade and some personal and household effects which may be new or used.
- Jamaicans who renounced their citizenship and can provide evidence of that previous status are granted the status of Returning Resident.

Eligibility to receive concessions as a Returning Resident is determined by the Jamaica Customs Agency. This must be sought **after arrival** in Jamaica, and **before** beginning the process of clearance of personal and household effects and tools of trade. The importation of items should be done within six (6) months after the arrival of the Returning Resident.

It is necessary to attend an interview at the **Returning Residents Unit** of the **Customs Agency** at the Head Office in Kingston or Montego Bay. The following documents must be presented at the interview:

- Valid **Jamaican passport**; if recently issued, expired passport must also be presented.
- Valid **non-Jamaican passport** which should be endorsed with an **Unconditional Landing Stamp** by the Passport Immigration and Citizenship Agency (Immigration Section).
- Documentary evidence to substantiate residence outside of Jamaica for more than the last three (3) consecutive years. Short visits to Jamaica for vacation do **not** affect eligibility;
- Documentary evidence to substantiate intention to re-establish permanent

- In the case of students, a letter from the university, college or educational institution attended, confirming the duration of the course of study or time spent at the institution.
- The Unaccompanied Baggage Declaration Form (C27) (obtainable at the airport/seaport on arrival in Jamaica);
- Taxpayer Registration Number Card (TRN)
- Validated Bill of Lading or Airway Bill

**Documentary Evidence may include one of the following, but is not limited to:**

#### **ABROAD**

- Notarized Letter of Separation from employer
- Tax returns for the last three (3) years or tax returns transcripts
- Pay stubs (Jan, April, Aug & Dec), W2 and P45, P60 forms for the last three (3) consecutive years
- Evidence of bills honoured
- Copy of current Retirement Papers/ Pension Advice/Social Security Letter
- Proof of recent disposal of property (for example, Sale Agreement)
- Separation letter from employer (with information on duration of employment.)

#### **JAMAICA**

- Evidence of property acquired (Certificate of Title/Property Tax Receipt)
- Lease Agreement (along with rent receipt)
- Notarized Letter from prospective employer/ employment contract on the company's letterhead
- Residency letter from head of household certified by a Justice of the Peace (if living with a family member or friend)

#### **STUDENTS**

- Copy of Transcript
- Letter from institution attended confirming duration of course of study or time spent at that institution

## DEPORTED JAMAICANS

Deported Jamaicans are required to submit:

- Deportation Order or Case Profile
- Letter from the Passport, Immigration and Citizenship Agency (Deportation Unit)
- Taxpayer Registration Number Card
- Valid Identification

If voluntary removal, then documents substantiating period of residency abroad should be submitted.

## IMPORTATION OF PERSONAL AND HOUSEHOLD EFFECTS AND PROFESSIONAL EQUIPMENT

### *PERSONAL AND HOUSEHOLD EFFECTS*

Personal and household effects include personal items of clothing, adornment, toiletries, furniture and household appliances of such items, whether new or used, may be imported free of customs duty by an eligible Returning Resident. **These are set out in Appendix A-1 of this Information Booklet.**

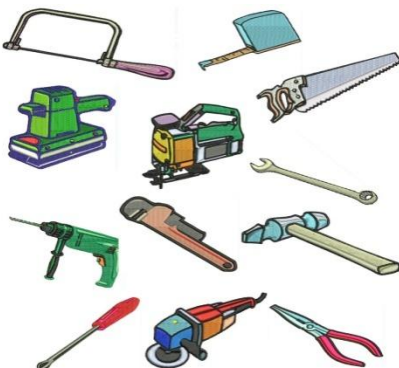
Small household and other items carried as accompanied baggage are considered dutiable and, if desired will be detained until eligibility for Returning Resident status has been confirmed by the Customs Agency.

Importation of building material, tyres, kitchen cabinets, motor bikes and automobiles are NOT duty free.

### **TOOLS OF TRADE**

Tools of Trade are defined as *that type and amount of instruments, tools, equipment, devices and machinery used in the normal course and scope of a person's profession, trade or occupation without utilizing additional labour.*

Returning Residents may import these items free of customs duty, provided that the Customs Officer is satisfied that:





- the items are for the sole use of the individual for purposes of income generation;
- the individual is qualified to use them;
- the tools are of the type and quantity consistent with their profession, trade or occupation; and
- the tools are not being imported for sale or commercial exchange.

**These items may be either new or used.**

If it is intended to establish a business that will require the employment of additional labour, **any additional equipment that is required will not be classified as tools of trade and as such, is dutiable.** Assistance in determining whether the intended items for importation comply with the definition of tools of trade may be sought from the Customs Agency through the Missions overseas or the Diaspora and Consular Affairs Department. Such request for assistance should be accompanied by documentary evidence including:

- Notarized certificate or diploma, from a recognized educational or training institution or professional body.
- Reference from a former employer or customer attesting to experience in the designated field;
- Copies of professional or business directories in which the service offered is listed;
- Details of the items. In the case of used equipment, an inventory of the items along with a professional valuation of their current condition and
- value should be provided, except in the case of equipment less than one year old, where the original invoice from the supplier can be provided. Used equipment are those owned and in use for a period of six (6) months or more.

A certified invoice is required for new equipment.

The determination of compliance is conveyed in writing, including an indication of the duty payable, if the items do not qualify for duty exemption. The definitive assessment of the items however, can be made only on the clearance of the items. **A concession for tools of trade is granted to each qualified individual within a family.**

## PROCEDURES FOR THE CLEARANCE OF UNACCOMPANIED BAGGAGE

- Interview at the Returning Residents Unit of the Jamaica Customs Agency. **Full declaration of the items must be made.**
- Inspection of the personal and household effects and tools of trade.
- Release of the personal and household effects and tools of trade.

## IMPORTATION OF MOTOR VEHICLES

Any Jamaican over eighteen (18) years old may import two (2) motor vehicles, whether a motor car and a light commercial unit or two light commercial units or one (1) light commercial vehicle and a regular commercial vehicle three(3) tonnes or over. Note that having accessed this facility within a particular year returning residents or an individual will not be eligible to import vehicles until three (3) years after the date of importation. A one (1) year restrictive clause prohibiting the unauthorized disposal/sale or pledging of vehicles as collateral will be placed on these import licenses.



Returning residents are allowed to import vehicles with age limit not exceeding ten (10) years (Model Year) at the time of importation. The vehicle must have been owned by the importer for at least 6 months prior to the date of application for the import license.

A certified copy of the certificate of title or de-registration certificate together with evidence of the date of purchase or duration of ownership must be submitted to the Trade Board Limited at the time of applying for the import permit.

Documentary proof of the importer's status as a returning resident must be presented to the Trade Board Limited at the time that the application to import is filed. In order to establish eligibility as returning residents, applicants **must** visit the Returning Resident Unit at Jamaica Customs Agency (JCA) and submit the stipulated documents:



- Passport
- Validated Bill of Lading or Airway Bill
- Documentary evidence that will substantiate residence outside of Jamaica for three (3) consecutive years or more years (periodic short visits to Jamaica will not affect eligibility).

Applications for the importation of classic/limited edition motor vehicles MUST be accompanied by documentary support from the Jamaica Classic Car Club, as well as documentary evidence that the unit falls within the definition and category specified by the Motor Vehicle Import Licensing Policy administered by the Trade Board.

Prospective importers of vehicles for agricultural use seeking duty concession MUST FIRST obtain approval through the relevant parish office of the Rural Agricultural Development Agency (RADA) prior to importation. The Trade Board requires evidence of any duty concession granted at the time the relevant Motor Vehicle Import License application is submitted.

An import license is required for the importation of oversized vehicles/motorized equipment (heavy-duty trucks, tractors and trailers - three (3) tonnes and over unladen weight). Importers **MUST FIRST** obtain an import license from the Trade Board **BEFORE** importing such units.

• **Used for the transportation of passengers (seating capacity 15 and above)**

Seating Capacity 15 - 29	Not Exceeding Twelve (12) years
Seating Capacity 30- 44	Not exceeding Fourteen (14) years
Seating Capacity 45 & Over	Not exceeding Twenty (20) years.

• **Used for the Transportation of cargo (Unladen weigh 3000KG/3 Tonnes and above))**

3,000 - 4,000kg	Not Exceeding Fifteen (15) years
4,001- 8,000 kg	Not Exceeding Twenty (20) years
Over 8,000kg	Not Exceeding Twenty Five (25) years
Other heavy duty commercial equipment	Not Exceeding Thirty (30) years

**Where motor vehicles have been damaged and repaired overseas one (1) of the following documents must be submitted:**

- **Rebuilt Title, issued in the United States of America (USA)**
- **MOT Test Certificate, issued by the Ministry of Transport, United Kingdom (UK)**
- **Certification from designated national bodies representing other countries**

Vehicles imported from countries where they drive on the right must be modified to allow the beam of the headlamps to reflect down on the left horizontal plane or up and down on the vertical plane. In addition to the above, **importers of buses** are also required to do modifications to allow passengers to enter/exit on the curbside, of the road.

Import licenses issued by the Trade Board Limited are valid for one year based on the age limits of vehicles.

An importer must obtain an Import License from the Trade Board **BEFORE** shipping **any vehicle/motorized equipment**.

**THE TRADE BOARD WILL NOT ACCEPT RESPONSIBILITY FOR ANY BREACHES CITED BY CUSTOMS IF THE APPLICANT IMPORTS A LICENSABLE ITEM BEFORE OBTAINING A PERMIT.**

Applications must be accompanied by the following documents:

- Pro-forma invoice from the dealer for a new vehicle.
- Certificate of title or registration.
- Taxpayer Registration Number (TRN) (photocopy of both sides of the card)
- Certified copies of two (2) forms of identification which may be any of the following: o Passport (bio-data pages)
- Driver's license (both sides)
- Electoral Identification Card

#### ONLINE APPLICATIONS

**Applications can be made online using the Trade Board Information System (TBIS). Supporting documents such as invoices, bills of sale, titles and cancellation certificates may be emailed or faxed. Please note that documentation accompanying applications must be duly notarized by a Notary Public/Justice of the Peace.**

The fee for the processing of the Import License is the equivalent of J\$4100 inclusive of General Consumption Tax of 16.5%. Payments can be made through the TBIS e-payment facility. **This fee is non-refundable.**

Complete applications (include all the relevant documents) are processed within twenty-four (24) hours of receipt by the Trade Board. This excludes motor vehicles whose age limits falls outside of the MVIP and will be therefore be subjected to consideration by the Trade Board. The Trade Board's website [www.tradeboard.gov.jm](http://www.tradeboard.gov.jm) provides details on this system.

The penalty for importing a motor vehicle without a valid import permit is a fine equivalent to three (3) times the value of the vehicle and seizure of the vehicle.

## DOCUMENTATION AND PROCEDURE FOR CLEARANCE

Documents required for clearance include:

- Import License
- Title
- Invoice, if the odometer reading is under 3000 miles
- Bill of Lading
- Bill of Sight
- Tax Compliance Certificate (TCC) and Taxpayer Registration Number (TRN)- obtainable from the Tax Administration Services Department.
- C78 Import Entry Form - primary import document on which the particulars of the motor vehicle: the importer, shipment details, duties paid, are recorded. This is prepared and submitted to Customs by the Customs Broker.

The services of a Customs Broker must be secured to clear the vehicle as the individual is not permitted to do so.

## ***IMPORTATION OF OTHER ITEMS***

- **ANIMALS**



The importation of pets and other animals requires a permit from the Veterinary Services Division of the Ministry of Agriculture and Fisheries. This permit, which must be obtained prior to importation, attracts a fee. Certain conditions as well as other customs, quarantine and veterinary fees are also applicable. It should be noted that in the case of dogs and cats, only those that are born and bred in the United Kingdom

may be imported into Jamaica. Certification to this effect must be obtained from the relevant authority in the United Kingdom.

- **PLANTS & PLANT PRODUCTS (Ground Provisions, Fruits and Vegetables)**



A photo-sanitary Import Permit is required for the importation of plants and plant products (fruits and vegetables). The application for such permit may be submitted online at <http://www.moatrade.gov.jm/MOA/>. First register with the trade system by clicking on import /export products on the Ministry of Agriculture's home page. After your registration is approved you can log-in again and apply for the required permit.

- **PROHIBITED OR BANNED SUBSTANCES**

The importation of equipment and appliances containing chlorofluorocarbons (cfcs) is prohibited. Equipment such as refrigerators, freezers and air-conditioners for domestic, commercial and motor vehicular use may fall in this category. Details of prohibited or banned substances and/or goods may be obtained from the Trade Board.

- **GENERAL GOODS**

Returning Residents should also be aware of the possibility that certain goods might require an import permit or other certification. Therefore, it is advisable to ascertain the status of a particular item from the Trade Board in the event of any doubt.

## **PENALTIES FOR NON-COMPLIANCE WITH IMPORT REGULATIONS**

The law provides for a number of stiff penalties for non-compliance and abuse of the regulations and conditions relating to the concessions for Returning Residents. Penalties include **punitive customs duties, fines and confiscation of illegally imported items.**

## Restricted Items

Below is a list of items for which permits are required. Please note that this is subject to change as items are added or removed periodically by the responsible Ministry, Department or Agency.

Restricted Items	Requirement	Issuing Agency	Contact Telephone/Website/Email
Meat/ Animals	Permit/Certificate	MOA	876 977 0637 <a href="http://www.moa.gov.jm">www.moa.gov.jm</a> Email: <a href="mailto:vsdpermits@moa.gov.jm">vsdpermits@moa.gov.jm</a>
Red Peas, Rice	Permit/Photo Sanitary Certificate	MOA	876 977 0637 <a href="http://www.moa.gov.jm">www.moa.gov.jm</a>
Fruits, Vegetables, Plants & Plant Products	Permit/Photo Sanitary Certificate	MOA	876 977 0637 <a href="http://www.moa.gov.jm">www.moa.gov.jm</a>
Ground Provisions	Permit/Photo Sanitary Certificate	MOA	876 977 0637 <a href="http://www.moa.gov.jm">www.moa.gov.jm</a>
Pharmaceuticals, Chemicals, Herbal Teas	PSD Certificate	PRAD/MOH	876 922 3852 876 967 1100
Explosives & Fireworks	Permit/License to Import	Protective Security Unit - MNS  Trade Board	876 906 4908 Email: <a href="mailto:information@mns.gov.jm">information@mns.gov.jm</a> <a href="http://www.mns.gov.jm">www.mns.gov.jm</a>  876 967 0507
Firearms and accessories	Permit/License to Import	Firearm Licensing Authority/ Jamaica Customs/ MNS/Trade Board	876 754 0138 – 40 Fix: 876 754 8798 Email: <a href="mailto:fla@cwjamaica.com">fla@cwjamaica.com</a>
Swords	Permit/Import License	Protective Security Unit – MNS/Trade Board/Jamaica Customs	906-4908 Email: <a href="mailto:information@mns.gov.jm">information@mns.gov.jm</a> <a href="http://www.mns.gov.jm">www.mns.gov.jm</a> 922-5140-8 <a href="http://www.jacustoms.gov.jm">www.jacustoms.gov.jm</a>
Sugar	License	Trade Board	967 0507
Coconut Derivatives, Oil producing seeds, Edible Oils, Soaps, Nuts- (Peanuts, Almonds, Sunflowers)	Permit	Coconut Industry Board	926-1770 Email: <a href="mailto:cocindbrd@cwjamaica.com">cocindbrd@cwjamaica.com</a>
Motor Vehicles	License	Trade Board	967-0507
Alcohol in Bulk	Spirit Pool Permit	Spirit Pool Association	968-4455 Email: <a href="mailto:spoolas@cwjamaica.com">spoolas@cwjamaica.com</a>
Human Remains	KSAC Permit	Kingston & St. Andrew Health Dept. MOH	967-1100-1 922-2587
Pesticides	Permit	Pesticides Control Authority	968-1281 <a href="mailto:pca@cwjamaica.com">pca@cwjamaica.com</a> <a href="http://www.caribpesticide.net">www.caribpesticide.net</a>
Milk Powder Milk Based products	License/Permit	MOA	977-0637 <a href="http://www.moa.gov.jm">www.moa.gov.jm</a>
Radio (Two-Way)	License/Approval	Spectrum Management Authority	967-7948 922-8884 948-5115 Fax: 922-4093 <a href="mailto:info@sma.gov.jm">info@sma.gov.jm</a> <a href="http://www.sma.gov.jm">www.sma.gov.jm</a>

## **Procedure for the application of a Taxpayer Registration Number (TRN) from overseas**

### **Requirements for Individuals**

Individuals must submit a completed and signed 'Application for Taxpayer Registration (Individuals) - FORM 1' which can be accessed from [www.jamaicatax.gov.jm](http://www.jamaicatax.gov.jm) with a valid form of identification (ID). Any of the following types of ID may be used:

- Passport
- Driver's License

The identification should include the applicant's full name, date of birth, photograph, signature and expiry date.

This application should be completed online and printed or vice versa, and signed by the applicant. It should then be mailed to the Taxpayer Registration Centre with a valid, copy of his/her Passport or Drivers' License notarized by a Notary Public or certified by a Jamaican Consular Officer at the nearest Jamaican High Commission/Embassy or Jamaican Consulate General. The signature made by the applicant on the application for TRN must be identical to the one on the supporting identification.

When the application is received by the Taxpayer Registration Centre, a TRN will be assigned and an email will be sent to the client advising him/her of the TRN assigned.

A card will then be prepared in approximately two weeks and subsequently mailed to the applicant.

The completed application should be mailed to:

Tax Administration Jamaica  
Taxpayer Registration Centre  
12 Ocean Boulevard  
Kingston Mall  
Kingston

- Telephone numbers; 876 922-7429, 876 922-3919 or 876 967-3052  
1-888-TAX-HELP (local), 1-888-GO-JATAX (USA)
- Email: [taxpayerregistrationcentre@taj.gov.jm](mailto:taxpayerregistrationcentre@taj.gov.jm)



The applicant has the option of sending a letter of authorization with the application indicating the name of an individual in Jamaica that they would like to collect their TRN card, and the applicant should also indicate on the application form which location is required the third party will collect the TRN Card. The third party is required to present identification to collect the card from the designated Tax Office within 3 weeks of receipt of application by the Taxpayer Registration Centre.

### **National Housing Trust**

The National Housing Trust was established in 1976 to provide low interest rates for home loans for persons who contribute to the Trust for a prescribed period. Once they have been contributing to the Trust for at least two years and meet other conditions, they are eligible for a loan from the National Housing Trust, to build or buy a house in Jamaica, or to buy land for home construction. This includes Jamaican's residing overseas.

#### **How much should you contribute to benefit?**

Employed Jamaicans living overseas should contribute 3% of their monthly wages, before tax. Self employed individuals would contribute 3% of net earnings (less business related expenses) Persons employed to Jamaican High Commissions/Embassies contribute 2%.

#### **The Benefits**

- Once you have contributed for 2 years, you will qualify for a home loan at low interest rates of between 1 and 7%.
- If you **do not** already own a home in Jamaica, you are entitled to a non-home owners loan of up to J\$4.5M
- If you already own a house in Jamaica, you are entitled to home-owners loan of up to J\$1.5M

#### **How long do you have to contribute before benefitting?**

- Persons who had not previously contributed to the NHT are required to contribute for 104 weeks (2 years) before they are entitled to a loan.
- Persons who had previously contributed and have the minimum 52 weeks (1 year) in contributions are required to contribute for only an additional 52 weeks.

### **What can you do with your NHT loan?**

Your loan can only be used for housing purposes and the property must be located in Jamaica. The loan may be used to:

- buy land
- buy a house
- build a house, or
- repair a house

You can also use your loan to help your children, relatives and friends to buy, build or repair residential property in Jamaica.

If the sum you are able to borrow from NHT is insufficient, you may apply jointly with another contributor to obtain more funds to buy a single property. You may also access more loan funds from select housing financial institutions and combine this with your NHT loan under the Joint Finance Mortgage programme. These institutions will process your loan application on behalf of the NHT and approve your NHT loan without you attending the NHT's office.

### **How to register as an overseas contributor?**

Complete an application form and Declaration of Income form obtainable on the NHT website, [www.nht.gov.jm](http://www.nht.gov.jm). Transmit the form to the NHT at the address below, either by mail, bearer or email to the NHT @ [wecare@nht.gov.jm](mailto:wecare@nht.gov.jm). The form should be accompanied by notarized copies of the following documents:

- your National Insurance (NIS) Card
- Employment/Job letter if you are employed
- Jamaican Passport, Jamaican Birth Certificate, Certification of Registration or Naturalization for Jamaica
- evidence of your estimated weekly, monthly or yearly earnings if you are self-employed
- a valid form of identification - such as driver's license or passport
- one passport sized photograph

Do not send original documents. All copied documents should be signed by a Notary Public or a Jamaican Consular Officer.

After your application is processed, you or your representative will be advised whether or not you have been approved as a voluntary contributor, the amount to be paid each month as NHT contributions, the date for payment, and the methods of payment

### **When to make your payments**

- The NHT will calculate the monthly amount you should pay from the date of your registration.
- Payments are due by the 14<sup>th</sup> of the following month.

### **You can make payments by:**

- cheque or international money order (that can be registered in Jamaica) to the NHT. The contributor should note that payment made by these means may take up to 30 days to clear
- direct payments at NHT offices
- setting up a standing order at a Jamaican bank

### **If I am applying for a loan, will I have to attend the loan interview in person?**

You may either attend the loan interview in person or give power of attorney to someone to carry out those duties. Where the applicant is unable to attend the interview he/she is required to submit a medical report completed on forms provided by the NHT.

**Contact** National Housing Trust  
4 Park Boulevard  
Kingston 5  
Jamaica  
**Phn:** (876) 929-6500 - 9, 960-4010-23  
**Toll free (US only)** 1-800-858-3219  
**Customer care:** (876)754-7086  
**e-mail:** [wecare@nht.gov.jm](mailto:wecare@nht.gov.jm)  
**website:** [www.nht.gov.jm](http://www.nht.gov.jm)

# DIRECTORY

## Ministry of Foreign Affairs and Foreign Trade

21 Dominica Drive, P.O. Box 624

Kingston 5

Tel:(876) 926 4220 - 8

Fax:(876) 929 6733

Website: [www.mfaft.gov.jm](http://www.mfaft.gov.jm)

### Diaspora and Consular Affairs Department

Email: [dca@mfaft.gov.jm](mailto:dca@mfaft.gov.jm)

Website: [www.jamaicandiaspora.gov.jm](http://www.jamaicandiaspora.gov.jm)

### Jamaican High Commission LONDON

1-2 Prince Consort Road

London, SW7 2BZ

England

Tel: (44) 207 823 9911

Fax:(44) 207 589 5154

Email: [jamhigh@jhcuk.com](mailto:jamhigh@jhcuk.com)

Website: [www.jhcuk.com](http://www.jhcuk.com)

Tel: (305) 374 8431-2

Fax: (305) 577 4970

Email: [jamconmia@jamaicacgmiami.org](mailto:jamconmia@jamaicacgmiami.org)

Website: [www.jamaicacgmiami.org](http://www.jamaicacgmiami.org)

### Jamaican High Commission OTTAWA

Standard Life Building

151 Slater Street

Suite 1000 (10<sup>th</sup> Floor)

Ottawa, ON K1P 5H3

Tel: (613) 233 9311

Fax: (613) 452 0611

Email: [hc@jhcottawa.ca](mailto:hc@jhcottawa.ca)

Website: [www.jhcottawa.ca](http://www.jhcottawa.ca)

### Jamaican Consulate General NEW YORK

767 Third Avenue, (2<sup>nd</sup> Floor)

New York 10017, NY, USA

Tel: (212) 935 9000

Fax: (212) 935-7507

Email: [cg@congenjamaica-ny.org](mailto:cg@congenjamaica-ny.org)

Website: [www.congenjamaica-ny.org](http://www.congenjamaica-ny.org)

### Jamaican Consulate General TORONTO

303 Eglinton Avenue East

Toronto, Ontario M4P 1L3

Tel: (416) 598 3008

(416) 698 3035/ 2639

Fax: (416) 598 4928

Email: [congontoronto@on.aibn.com](mailto:congontoronto@on.aibn.com)

Website : [www.congenjamaicatoronto.com](http://www.congenjamaicatoronto.com)

### Jamaican Embassy WASHINGTON

1520 New Hampshire Avenue, N. W.

Washington, D. C. 20036, USA

Tel: (202) 452 0660

Fax: (202) 452 0081

Email: [contactus@jamaicaembassy.org](mailto:contactus@jamaicaembassy.org)

Website: [www.embassyofjamaica.org](http://www.embassyofjamaica.org)

### Jamaican Consulate General MIAMI

842 Ingraham Building

25 South East 2<sup>nd</sup> Avenue

Miami 33131, Florida, USA

### Jamaican High Commission, ABUJA

Plot 247 Muhammadu Buhari Way,

Central Area District,

Abuja, Nigeria

Telephone: 234 9 780 6809

Email: [jamaicanembassy@yahoo.com](mailto:jamaicanembassy@yahoo.com)

**Jamaican Embassy, BEIJING**

Jian Guo Men Wai Diplomatic Compound  
No 1 Xiu Shui Street  
Building 6, Room 6-2-72  
Chaoyang District  
Beijing, 100600  
PEOPLE'S REPUBLIC OF CHINA

Telephone: 8610 653 2670 -  
1/8610 6532 0667  
Fax #: 8610 6532 0669  
E-mail: [embassy@jamaicagov.cn](mailto:embassy@jamaicagov.cn)  
Website: [www.jamaicagov.cn](http://www.jamaicagov.cn)

**Jamaican Embassy, BERLIN**

Schmargendorfer Strasse 32  
12159 Berlin  
Federal Republic of Germany

Tel: 00-49-308599450 or 1  
Fax: 00-49-3085994540  
E-Mail: [info@jamador.de](mailto:info@jamador.de)

**Jamaican Embassy, BRASILIA**

SHIS QL 02, Conjunto 04, Casa 02  
CEP 71.610-045  
Lago Sul, Brasilia DF  
BRAZIL

Telephone: (011 55) 61 2192 9772  
Fax: (011 55) 61 2192 9774)  
E-mail address:  
[jamaicanembassy.brazil@gmail.com](mailto:jamaicanembassy.brazil@gmail.com)

**Embassy of Jamaica, BRUSSELS**

Avenue Hansen-Soulie, 77  
1040 Brussels, Belgium

Tel: (322) 230-1170  
(322) 230-1317  
(322) 230-4536  
Fax: (322) 234 - 6969

Email: [emb.jam.brussels@skynet.be](mailto:emb.jam.brussels@skynet.be)

**Jamaican Embassy, CARACAS**

Edificio "Los Frailes"  
Piso 5, Calle  
La Guairita, Urb. Chuao  
Caracas, VENEZUELA

Tel: (582) 21991-69055 or  
(582) 129916133  
Fax: (582) 91-5708, (582) 9524487,  
(582) 9527536, (582) 12991060  
55  
E-mail: [embjaven@cantv.net](mailto:embjaven@cantv.net)

**Jamaican Embassy, GENEVA**

23 Avenue de France  
1202 Geneva

Tel: 41 22-908 0767  
Fax: 41 22-738 4420  
Email: [info@jamaicamission.ch](mailto:info@jamaicamission.ch)  
or [consul@jamaicamission.ch](mailto:consul@jamaicamission.ch)

**Jamaican Embassy, HAVANA**

Calle 22 No. 503  
E/5ta y 7ma  
Miramar, Playa  
Ciudad de La Habana

Tel: 537-204-2908/204-6959  
Fax: 537-204-2531  
E-Mail: [ambasadorembjmcub@gmail.com](mailto:ambasadorembjmcub@gmail.com)  
or [viceconsulembjmcub@gmail.com](mailto:viceconsulembjmcub@gmail.com)  
[visasembjmcub@gmail.com](mailto:visasembjmcub@gmail.com) or  
[studentsembjmcub@gmail.com](mailto:studentsembjmcub@gmail.com)

**Jamaican Embassy, KUWAIT CITY**

Block 8, Street 809  
House No. 19  
Zahra, Kuwait City  
KUWAIT

Mailing Address:  
P.O. Box 228  
Al-Zahra 47453

South Surra, KUWAIT

TEL: 011-965-2524 4261

or 011-965 2524 4264

FAX: 011-965-2524 4136

E-Mail: [embjmkwt@gmail.com](mailto:embjmkwt@gmail.com)

**Jamaican Embassy, MEXICO CITY**

Paseo de las Palmas 1340

Lomas de Chapultepec

Delegacion Miguel Hidalgo

C. P. 11000

Tel: 55 5250-6804 or 55 5250-6806

Fax: 55 5250-6160

E-Mail: [embjamex@gmail.com](mailto:embjamex@gmail.com)

**Jamaican High Commission, PORT OF SPAIN**

2 Newbold Street

St Clair, Port of Spain

Tel: 868-622-4995

Fax: 868-622-9043

E-Mail: [jhctnt@tstt.net.tt](mailto:jhctnt@tstt.net.tt)

**Jamaican High Commission, PRETORIA**

Private Bag X5, Hatfield 0028

3<sup>rd</sup> Floor, MIB Building

1119 Burnett Street

Hatfield, Pretoria

SOUTH AFRICA

Tel: 27 12 362 6667 OR 27 12 366 8500

Fax: 27 12 366 8510 OR

27 12 362 6666 (direct to HC)

Email: [jhcpretoria@telkomsa.net](mailto:jhcpretoria@telkomsa.net)

**Jamaican Embassy**

Avenida 19 No. 108-45

Oficina 304

Santafé de Bogotá, D.C., Colombia

Telephone: 571-612-3598/3396 or 743 5234

Fax: 571- 612-3479

E-Mail: [private@embajadadejamaicacol.com](mailto:private@embajadadejamaicacol.com)

[info@embajadadejamaicacol.com](mailto:info@embajadadejamaicacol.com);

[Elaine.sanchez@embajadadejamaicacol.com](mailto:Elaine.sanchez@embajadadejamaicacol.com)

[consulado@embajadadejamaicacol.com](mailto:consulado@embajadadejamaicacol.com)

(Consular Section)

**Jamaican Embassy, SANTO DOMINGO**

Avenida Sarasota No. 36

Edificio Plaza Kury, Suite 304

Ensanche Bella Vista

Santo Domingo

DOMINICAN REPUBLIC

Telephone: 829-567-7770

Fax: 809-620-2497

E-mail:

[embjamaica.info@correo.tricom.net](mailto:embjamaica.info@correo.tricom.net)

[Embjam.sdq@correo.tricom.net](mailto:Embjam.sdq@correo.tricom.net)

**Jamaican Embassy, TOKYO**

Toranonon Yatsuka Building, 2F

1 - 11 Atago 1 - Chorme

Minato-Ku

Tokyo 105 - 002

JAPAN

Tel: 813-3435-1861

Fax: 813-3435-1864

E-mail: [mail@jamaicaemb.jp](mailto:mail@jamaicaemb.jp)

[www.jamaicaemb.jp](http://www.jamaicaemb.jp)



## JAMAICA TRADE AND INVEST (JAMPRO)

### **Jamaica: Kingston**

#### **Head Office**

18 Trafalgar Road

Kingston 10, Jamaica W.I.

**Phone:** +1 876 978 7755; 978-3337

**Toll Free:** +1 877 INVESTJA (468  
4352)

**Fax:** +1 876 946 0090

**Email:** [info@jamprocorp.com](mailto:info@jamprocorp.com)

**Website:** [www.jamaicatradeandinvest.org](http://www.jamaicatradeandinvest.org)

### **Jamaica: Montego Bay**

#### **UGI Building**

30 Market Street, 2nd Floor,

Montego Bay, St. James

Jamaica W.I.

**Phone:** +1 876 952 3420

**Fax:** +1 876 952 1384

**Email:** [jampromobay@jamprocorp.com](mailto:jampromobay@jamprocorp.com)

### **UK: London**

#### **JAMPRO/Jamaica Trade Commission**

1 Prince Consort Road,

London SW7 2BZ, England

**Phone:** + 44 020 7 584 8894

**Fax:** + 44 020 7 823 9886

**Email:** [jamprouk@jamprocorp.com](mailto:jamprouk@jamprocorp.com)

### **North America: Toronto, Canada**

#### **JAMPRO North America**

303 Eglinton Avenue East, 2nd Floor

Toronto, Ontario, M4P 1L3, Canada

**Phone:** 416-932-2200, 416-598-3008 Ext: 232 & 239

**Fax:** 416-932-2207

**Toll Free:** 877-744-2208

**Email:** [jamprocanada@jamprocorp.com](mailto:jamprocanada@jamprocorp.com)

**GOVERNMENT MINISTRIES, DEPARTMENTS AND AGENCIES**

<p><b>Ministry of National Security</b> Mutual Life Building (North Tower) 2 Oxford Road Kingston 5 Tele: (876) 906 4908-31 Fax: (876) 906 1712 (876) 906 1715 Email: <a href="mailto:information@mns.gov.jm">information@mns.gov.jm</a> Website: <a href="http://www.mns.gov.jm">www.mns.gov.jm</a></p>	<p><b>Passport, Immigration &amp; Citizenship Agency</b> 25c Constant Spring Road Kingston 10 Tel: (876) 906 1497 (876) 754 5092 Fax: (876) 906 4372 Email: <a href="mailto:info@pica.gov.jm">info@pica.gov.jm</a> Website: <a href="http://www.pica.gov.jm">www.pica.gov.jm</a></p>
<p><b>Ministry of Education</b> 2a National Heroes Circle Kingston 4 Toll free: 1(888)991-2070 Tel: (876) 922-1400-1 Website: <a href="http://www.moe.gov.jm">www.moe.gov.jm</a></p>	<p><b>Ministry of Health</b> 2-4 King Street, Kingston Tel: (876) 967-1101/3 Fax: (876) 967-7293 Website: <a href="http://www.moh.gov.jm">www.moh.gov.jm</a></p>
<p><b>Ministry of Agriculture and Fisheries</b> Hope Gardens, Kingston 6 Tel: (876) 927 1731-50 Fax: (876) 927-1904 Email: <a href="mailto:psoffice@moa.gov.jm">psoffice@moa.gov.jm</a> Website: <a href="http://www.moa.gov.jm">www.moa.gov.jm</a></p>	<p><b>Office of the Commissioner of Police</b> 101-103 Old Hope Rd Kingston 6 Tel: (876) 927 4421 - 4 (876) 926 8793 Fax: (876) 927-7516 Email: <a href="mailto:mail@jcf.gov.jm">mail@jcf.gov.jm</a> Website: <a href="http://www.jcf.gov.jm">www.jcf.gov.jm</a></p>
<p><b>Ministry of Industry, Investment and Commerce</b> 4 St. Lucia Avenue Kingston 5 Tel: (876) 968 7116 Fax: (876) 960 7422 Email: <a href="mailto:communications@miic.gov.jm">communications@miic.gov.jm</a> Website: <a href="http://www.miic.gov.jm">www.miic.gov.jm</a></p>	<p><b>Ministry of Labour &amp; Social Security</b> 1F North Street Kingston Tel:(876) 922 9500-14(<i>Employment Section</i>) Fax: (876) 948 7042 Email: <a href="mailto:mlss_perm_sect@yahoo.com">mlss_perm_sect@yahoo.com</a> Website: <a href="http://www.lmis-ele.org.jm">www.lmis-ele.org.jm</a></p> <p><b>Ministry of Labour &amp; Social Security</b> 14 National Heroes Circle</p>

	<p>Kingston 4  Tel: (876) 922 8000 - 9  Toll Free: 1 888 991 2089  Fax: (876) 922 6902, 924 9639</p>
<p><b>Ministry of Finance &amp; Planning</b>  30 National Heroes Circle  Kingston 4  Tel: (876) 922 8600-9  Fax: (876) 922 7097  (876) 922 8804  Email: <a href="mailto:info@mof.gov.jm">info@mof.gov.jm</a>  Website: <a href="http://www.mof.gov.jm">www.mof.gov.jm</a></p>	<p><b>National Land Agency</b>  8 Ardenne Road  Kingston 10  Tel: (876) 750 5263,  (876) 946 5263  Email: <a href="mailto:asknla@nla.gov.jm">asknla@nla.gov.jm</a>  Website: <a href="http://www.nla.gov.jm">www.nla.gov.jm</a></p>
<p><b>Rural Agricultural Development Authority (RADA)</b>  Hope Gardens  Kingston 6  Tel: (876) 977 1158-62  Fax:(876) 970 4660  Email: <a href="mailto:executive@rada.gov.jm">executive@rada.gov.jm</a>  Website: <a href="http://www.rada.gov.jm">www.rada.gov.jm</a></p>	<p><b>Trade Board</b>  72 Harbour Street (Air Ja building - 10<sup>th</sup> floor), Kingston   Tel: (876) 967 0507, (876) 967 0674  Toll free: 1 888 367 8247  Fax: (876) 925 6513, (876) 925 6526  Email: <a href="mailto:info@tradeboard.gov.jm">info@tradeboard.gov.jm</a>  Website: <a href="http://www.tradeboard.gov.jm">www.tradeboard.gov.jm</a></p>

**Jamaica Customs Agency**

Returning Residents Unit  
Customs House, Newport East  
Marcus Garvey Drive  
P.O. Box 466  
Kingston 15  
Tel: (876) 750 3005, 750 3098  
Fax: (876) 967-1776  
Email: [rru@jacustoms.gov.jm](mailto:rru@jacustoms.gov.jm)  
Website: [www.jacustoms.gov.jm](http://www.jacustoms.gov.jm)

**Collector of Customs, Montego Bay**

18 B Howard Cooke Boulevard  
Revenue Service Centre Building  
P.O. Box 232  
Montego Bay, St. James  
Tel: (876) 952 3080  
Fax: (876) 979 2827

**Registrar General's Department**

Twickenham Park  
Spanish Town  
Tel: (876) 749 0550  
(876) 619 1260  
Email: [information@rgd.gov.jm](mailto:information@rgd.gov.jm)  
Website: [www.rgd.gov.jm](http://www.rgd.gov.jm)

**Consumer Affairs Commission**

1B Holborn Road  
Kingston 5  
Tel: (876) 926 1650-2  
Fax: (876) 968 8729  
Email: [cacjam@infochan.com](mailto:cacjam@infochan.com)  
Website: [www.consumeraffairsjamaica.com](http://www.consumeraffairsjamaica.com)

**Fair Trading Commission**

52 Grenada Crescent  
Kingston 5  
Tel: (876) 960 0120-4  
Fax: (876) 960 0763  
Email: [ftc@cwjamaica.com](mailto:ftc@cwjamaica.com)  
Website: [www.jftc.com](http://www.jftc.com)

**Customs Brokers & Freight Forwarders Association of Jamaica**

Unit 1, 14-16 First Street

Kingston 13

Tel: (876) 901 3712

(876) 901 8783

(876) 923 4665

Fax: (876) 937 4779

Email: [info@cbffaj.net](mailto:info@cbffaj.net)/[cbffaj@gmail.com](mailto:cbffaj@gmail.com)

Website: [www.cbaj.net](http://www.cbaj.net)

**Real Estate Board/Commission of Strata Corporations**

1 Surbiton Road

Kingston 10

Tel: (876) 926 9748/9

Cell: (876) 391 9937 (DIGI)

(876) 312 8971 (LIME)

(Fax: (876) 926 0010

Website: [www.reb.gov.jm](http://www.reb.gov.jm)

Email: [info@reb.gov.jm](mailto:info@reb.gov.jm)

**Jamaica Public Service Company Limited**

6 Knutsford Boulevard

Kingston 5

Tel: (876) 926 3190

1 888 225 5577

Fax: (876) 968 3337

(876) 926 6710

Website: [www.myjpsco.com](http://www.myjpsco.com)

Email: [calljps@jpsco.com](mailto:calljps@jpsco.com)

**National Water Commission**

4 Marescaux Road

Kingston 5

Tel:(876) 929 5430 - 5

1 888 225-5692 (toll free)

Email: [customercare@nwc.com.jm](mailto:customercare@nwc.com.jm)

Website: [www.nwcjamaica.com](http://www.nwcjamaica.com)

## Returned Citizens Associations

### **National Association of Returned Citizens**

Mrs. Gertrude Thelwell  
President  
Santa Cruz PO  
St. Elizabeth.  
Tel: (876) 966 2304/897 3325  
Email: c/o [pnellhall@yahoo.com](mailto:pnellhall@yahoo.com)

National Association of Returned Citizens  
P.O. Box 78  
Duncans P.O., Trelawny  
President: Mrs. Estella Grant  
Tel. No.: 954-9827/Cell: 376-1454

Christiana Association of Returned Citizens  
4 Moravia Road  
P.O. Box 1685  
Christiana, Manchester  
President: Mrs. Olephia Dean  
Tel. No.: 964-2829/Cell:778-4439

Brown's Town Association of Returned Citizens  
P.O. Box 8  
Brown's Town, St. Ann  
President: Mr. Hugh Morrison  
Tel. No.: 404-7416

Association of Returned Citizens & Associates  
112 Oxford Road  
Alexander Park  
Lyssons P.O.  
St. Thomas  
President: Mrs. B. Cushnie-George  
Tel. No.: 734-5126/Cell:443-1917

Central Manchester Association of Returned Citizens  
15 Church Grove  
P.O. Box 1673  
Mandeville, Manchester  
President: Mrs. Jasmine Pottinger  
Tel. No.: 961-4217

International Returning Residents Association  
47 E Old Hope Road  
Kingston 6  
President: Mr. John Small  
Tel. No.: 397 2292  
Ms Winsome Hylton

### **Association for the Resettlement of Returning Residents**

Mr. Percival Latouche  
President  
1 Wharf Road  
Morant Bay, St. Thomas  
Telefax: (876) 734 4358  
Cell: (876) 352 2509  
Email: [arr.jamaica@gmail.com](mailto:arr.jamaica@gmail.com) [www.youreturningresidentsjamaica.com](http://www.youreturningresidentsjamaica.com)

Tel No. 925 3826  
Ocho Rios Returned Citizens Association  
7 Eltham Heights  
P.O. Box 245  
Exchange, St. Ann  
President: Mrs. L. Little  
Tel. No.: 974-0277

Portland Returned Citizens Association  
3 Dolphin Circle  
P.O. Box 235  
Port Antonio, Portland  
President: Mr. Donald Walton  
Tel. No.: 993-9686/886 0718

St. Mary Association of Returned Citizens  
Highgate P.O.  
St. Mary  
President: Mrs. Ivy Fagan  
Tel. No.: 992-9753/Cell:870-3362

Santa Cruz Returned Citizens Association  
Olive Park  
Santa Cruz P.O.  
St. Elizabeth  
President: Mr. L.A. Gayle  
Tel. No.: 966-3682

St. Thomas Returned Citizens Association  
293 Mahoe Avenue  
Albion Estate  
President: Mr. Carlton Sealey  
Tel. No.: 706-3358/Cell: 395-4019

Trelawny Returned Resident Association  
Silver Sand Resort  
P.O. Box 78  
Duncans, Trelawny  
President: Mr. Edson Simms  
Tel. No.: 954-9022/Cell:890-4533

May Pen Home Comers Friendly Society  
P.o. Box 473  
May Pen, Clarendon  
President: Mr. Roy Brown  
Tel. No.: 986-2930/Cell:361-6598



**Allowances for Duty Free Importation For Long Term Returning Residents  
Personal & Household Effects**

QUANTITY	DESCRIPTION	QUANTITY	DESCRIPTION
6	Bedside Tables Lamps for Bedside Tables	1 each	Component Set (including Compact Disc Player) Ornamental Telephone Telephone Answering Machine Video Camera/Camcorder Microwave Oven Stove (Gas or Electric) Refrigerator Dish Washer Washing Machine Dryer Kitchen Table Deep Freezer Water Heater Air Conditioning Unit Living Room Set Coffee Table Couch Curio/Display Cabinet Whatnot Breakfront Sofa Bed Piano or Organ Dining Room Set (Table & Chairs) Side Board Liquor Trolley Patio Set Lounge Chair Nest of Tables Desk Chair (that accompanies desk) Bookcase Typewriter and Stand Filing Cabinet Safe Personal Computer & Computer Stand Printer & Printer Stand Recliner Step-on Stand Sewing Machine Sergers Ironing Board
4	Verandah Chairs Bedroom Chairs Hassocks Rugs		
3	Wall paintings Lamps for Dressers Dressers Clothes Hampers		
2	Clothes Iron Bathroom Scales Fans (Ceiling or Standing) Chandeliers Shelf Units (Bathroom) Wall Clocks End Tables Canister Sets Portable Radios/Tape Television Sets Video Recorders Kitchen Stools Wardrobes Chest of Drawers		

QUANTITY	DESCRIPTION	QUANTITY	DESCRIPTION
1 each	Lawn Mower(not including type which can be driven) Generator Floor Polisher Vacuum Cleaner Mirror Barbecue Grill Water Pump Ladder Hot Plate Baby Crib Play Pen High Chair Rocking Chair Bicycle Fish Tank Toaster Hair Dryer Blow Dryer Pressure Cooker Blender Food Processor Coffee Maker Percolator Electric Can Opener Can Cutter (non-electric) Kitchen Scale Electric Juicer Electric Knife Electric Kitchen Saw		1 King-size or Queen-size Bed and 2 Double Beds Or 4 Single Beds or Double Beds
1 each	Other small electrical appliances for domestic use.	A reasonable quantity	Carpets and Carpet Underlay Drapes Blinds Cutlery Chinaware Crystal Household Linen Pots & Pans Exercise equipment for use at home Garden Tools Musical Instruments Household Repair Tools

## Allowances for Duty Free Importation For Students

QUANTITY	DESCRIPTION
A reasonable quantity	Used household effects Musical Instruments
1 each	Television Set Video Recorder Component Set ( <i>including CD Player</i> ) Personal Computer Personal Computer Stand Printer Printer Stand

## Rates of Custom Duty Personal and Household Effects

The following rates of Customs Duty are provided as a guide to the amount payable in the event that you wish to bring in more than the quantity allowed for duty-free importation of Household and Personal Effects by a Returning Resident. **ID = Import Duty**

DESCRIPTION	RATES OF DUTY (INCL. GCT)	OTHER FEES-STANDARD COMPLIANCE FEE (SCF) ENVIRONMENTAL LEVY (ENVL), CUSTOMS ADMIN FEE (CAF) (%)		TOTAL DUTIES AND FEES
		SCF	ENVL	
Personal Computers	16.5% GCT only	0.3	0.5	17.3%
Printers	16.5% GCT only	0.3	0.5	17.3%
Electric knives	16.5% GCT only	0.3	0.5	17.3%
Electric kitchen saws	16.5% GCT only	0.3	0.5	17.3%
Lawn mowers (not type driven)	16.5% GCT only	-	0.5	17.3%
Generators	16.5% GCT only	0.3	0.5	17.3%
Water Pump -hand pump	16.5% GCT only	0.3	0.5	17.3%
-water pump for motor car	ID 35% 16.5% GCT	0.3	0.5	67%
Garden Tools	16.5%GCTonly	0.3	0.5	17.3%
Household repair tools	16.5% GCT only	0.3	0.5	17.3%

Typewriters	16.5% GCT	-	0.5	17%
Typewriter and stands	16.5 % GCT	-	0.5	17%
Facsimile machine	16.5 % GCT	-	0.5	17%
Sewing machine	16.5 % GCT	-	0.5	17%
Sergers	16.5% GCT	-	0.5	17%
Ornamental telephones	ID20% & 16.5 GCT	0.3	0.5	48.6%
Telephone answering machines	16.5% GCT	0.3	0.5	17.3%
Musical instruments (guitar, violin, pianos, organs except steel band instruments)	ID 0% & 0% GCT(FREE CODES USED)	0.3	0.5	.8%
Safes	16.5% GCT	0.3	0.5	17.3%
Filing cabinet	ID10% & 16.5% GCT	0.3	0.5	36.45%
Exercise equipment (for home use)	ID10% & 16.5% GCT	0.3	0.5	36.45%
Television sets (below 32")	20%ID & 16.5% GCT	0.3	0.5	48.6%
Television sets (32" and above)	40%ID & 16.5% GCT	0.3	0.5	72.9%
Components sets (incl. CD players)	ID20% & 16.5% GCT	0.3	0.5	48.6%

Portable radios	ID20% & 16.5% GCT	0.3	0.5	48.6%
Tape recorders	ID20% & 16.5% GCT	0.3	0.5	48.6%
Video cameras/camcorders	ID20% & 16.5% GCT	0.3	0.5	48.6%
Microwave ovens	ID20% & 16.5% GCT	0.3	0.5	48.6%
Stoves (Gas or electric)	ID20% & 16.5% GCT	0.3	0.5	48.6%
Refrigerator/	ID20% & 16.5% GCT	0.3	0.5	48.6%
Freezer	ID20% & 16.5% GCT	0.3	0.5	48.6%
Dishwashers	ID20% & 16.5% GCT	0.3	0.5	48.6%
Washing machines	ID20% & 16.5% GCT	0.3	0.5	48.6%
Dryers	ID20% & 16.5% GCT	0.3	0.5	48.6%
Kitchen tables	ID20% & 16.5% GCT	0.3	0.5	48.6%
Coffee tables	ID20% & 16.5% GCT	0.3	0.5	48.6%
Couches	ID20% & 16.5% GCT	0.3	0.5	48.6%
Display/curio	ID20% & 16.5% GCT	0.3	0.5	48.6%
Cabinet (whatnots)	ID20% & 16.5% GCT	0.3	0.5	48.6%

Breakfronts	ID20% & 16.5% GCT	0.3	0.5	48.6%
Sofa beds	ID20% & 16.5% GCT	0.3	0.5	48.6%
Hassocks	ID20% & 16.5% GCT	0.3	0.5	48.6%
Dining rooms sets (tables and chairs)	ID20% & 16.5% GCT	0.3	0.5	48.6%
Side boards	ID20% & 16.5% GCT	0.3	0.5	48.6%
Liquor trolleys	16.5%ONLY	0.3	0.5	17.3%
Verandah chairs	ID20% & 16.5% GCT	0.3	0.5	48.6%
Lounge chairs	ID20% & 16.5% GCT	0.3	0.5	48.6%
Nest of tables	ID20% & 16.5% GCT	0.3	0.5	48.6%
Patio sets	ID20% & 16.5% GCT	0.3	0.5	48.6%
Desk and chairs	ID20% & 16.5% GCT	0.3	0.5	48.6%
Book cases	ID20% & 16.5% GCT	0.3	0.5	48.6%
Recliners	ID20% & 16.5% GCT	0.3	0.5	48.6%
Step-on-stands Typewriter stands	ID20% & 16.5% GCT	0.3	0.5	48.6%
Computer stands	ID20% & 16.5%	0.3	0.5	48.6%

Printers	GCT	0.3	0.5	48.6%
	16.5%ONLY	0.3	0.5	48.6%
Carpets and under layers	ID20% & 16.5% GCT	0.3	0.5	48.6%
Drapes	ID20% & 16.5% GCT	0.3	0.5	42.6%
Blinds -plastics -steel -roller blinds of wood -other wooden blinds	ID15% & 16.5% GCT			
		0.3	0.5	48.6%
Cutlery - of precious metal (gold, silver)	ID20% & 16.5% GCT			
		0.3	0.5	48.6%
Ceramics	ID20% & 16.5% GCT	0.3	0.5	48.6%
Chinaware	ID20% & 16.5% GCT	0.3	0.5	48.6%
Glassware	ID20% & 16.5% GCT	0.3	0.5	60.75%
Crystal ware -drinking glass of lead crystal	ID30% & 16.5% GCT	0.3	0.5	48.6%
Household linen	ID20% & 16.5% GCT	0.3	0.5	48.6%
Pots and pans	ID20% & 16.5% GCT	0.3	0.5	48.6%
Wall paintings and other works of art	ID20% & 16.5% GCT	0.3	0.5	48.6%
Ironings boards	ID20% & 16.5% GCT	0.3	0.5	48.6%
		0.3	0.5	48.6%



Clothes hampers	ID20% & 16.5% GCT	0.3	0.5	48.6%
Fans (ceilings)	ID20% & 16.5% GCT	0.3	0.5	17.3%
		0.3	0.5	42.5%
Mirrors -framed -unframed	-16.5only -ID15% & 16.5%	0.3	0.5	48.6%
Barbecue grills	ID20% & 16.5% GCT	0.3	0.5	17.3%
Ladders	16.5ONLY	0.3	0.5	48.6%
Clothes irons	ID20% & 16.5% GCT	0.3	0.5	48.6%
Hair/blow dryers	ID20% & 16.5% GCT	0.3	0.5	48.6%
Pressure cookers	ID20% & 16.5% GCT	0.3	0.5	48.6%
Blenders	ID20% & 16.5% GCT	0.3	0.5	48.6%
Food Processors	ID20% & 16.5% GCT	0.3	0.5	48.6%
Percolators/coffee makers	ID20% & 16.5% GCT	0.3	0.5	48.6%
Canisters	ID20% & 16.5% GCT	0.3	0.5	48.6%
Electric/can openers	ID20% & 16.5% GCT	0.3	0.5	17.3%
Kitchen scales	16.5%ONLY ID40% & 16.5% GCT	0.3	0.5	72.9%

Wall clocks (aggreg. 65.9%) 40%ID	ID40% & 16.5% GCT	0.3	0.5	72.9%
Video recorders (aggreg. 65.9%) 40%ID	ID20% & 16.5% GCT	0.3	0.5	48.6%
Shelf Units	ID20% & 16.5% GCT	0.3	0.5	48.6%
Rugs	ID20% & 16.5% GCT	0.3	0.5	48.6%
Chandeliers	ID20% & 16.5% GCT	0.3	0.5	48.6%
Baby cribs	16.5% ONLY	0.3	0.5	17.3%
Bathroom scales	ID20% & 16.5% GCT	0.3	0.5	48.6%
Play pens	ID20% & 16.5% GCT	0.3	0.5	48.6%
High chairs	ID20% & 16.5% GCT	0.3	0.5	48.6%
Rocking chairs	ID20% & 16.5% GCT	0.3	0.5	48.6%
Bicycles	16.5% ONLY	0.3	0.5	17.3%
Fish Tanks	ID20% & 16.5% GCT	0.3	0.5	48.6%
Toasters	ID20% & 16.5% GCT	0.3	0.5	48.6%
Floor Polishers	ID20% & 16.5% GCT			48.6%
Vacuum cleaners				

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**MOTOR VEHICLE RATES  
REVISED W.E.F MAY 1, 2014  
INDIVIDUAL IMPORTERS**

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**GAS: Motor cars, Station wagons, Estate cars, Limousines, Range Rover, SUV & Vehicles of Similar Construction**

ITEM DESCRIPTION	AGGR DUTY	IMP DUTY	SCT	GCT
1000 cc and Below	54%	20%	10%	16.5%
Exceeding 1000 cc but NOT Exceeding 2000 cc	68%	20%	20%	16.5%
Exceeding 2000 cc but NOT Exceeding 3500 cc	82%	20%	30%	16.5%
Exceeding 3500 cc	82%	20%	30%	16.5%

**GAS: Buses**

ITEM DESCRIPTION	AGGR DUTY	IMP DUTY	SCT	GCT
All Passenger Seats	61%	10%	25%	16.5%

**GAS: Imported by Franchise Holders Licensed for use as Public Passenger Transport**

ITEM DESCRIPTION	AGGR DUTY	IMP DUTY	SCT	GCT
10-14 Passenger Seats	41%	10%	10%	16.5%
15-24 Passenger Seats	35%	10%	5%	16.5%
25 and over Passenger Seats	11%	10%	0%	0.0%

**GAS: Vans, Trucks, Hearses**

ITEM DESCRIPTION	AGGR DUTY	IMP DUTY	SCT	GCT
Panel Vans/Window Vans, NOT Exceeding 2032 KG.	61%	10%	25%	16.5%
Panel Vans/Window Vans, Exceeding 2031 KG.	35%	10%	5%	16.5%
Trucks NOT Exceeding 2000 KG.	41%	10%	10%	16.5%
Trucks Exceeding 2000 KG.	35%	10%	5%	16.5%
Hearses Exceeding 2032 KG	90%	30%	25%	16.5%

Hearse NOT Exceeding 2032 KG.	97%	30%	30%	16.5%
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**GAS: Pick Ups**

ITEM DESCRIPTION	AGGR DUTY	IMP DUTY	SCT	GCT
Compact Pickup Under 1850 KG Unladen Weight	40%	20%	0%	16.5%
Pickup 1851-2200 KG Unladen Weight	68%	20%	20%	16.5%
Pickup Over 2200 KG Unladen Weight	96%	20%	40%	16.5%

**GAS: Tractor Heads and Special Purpose Vehicles**

ITEM DESCRIPTION	AGGR DUTY	IMP DUTY	SCT	GCT
Special Purpose Vehicles	34%	0%	15%	16.5%
Tractor Heads	29%	0%	10%	16.5%

**Energy Efficient Vehicles**

ITEM DESCRIPTION	AGGR DUTY	IMP DUTY	SCT	GCT
Hybrid	40%	20%	0%	16.5%
Electric Vehicle	52%	30%	0%	16.5%

**Motor Cycles**

ITEM DESCRIPTION	AGGR DUTY	IMP DUTY	SCT	GCT
Cycles 300 cc and Over	41%	20%	0%	16.5%
Cycles 0-299 cc	29%	10%	0%	16.5%

**DIESEL: Motor cars, Station wagons, Estate cars, Limousines, Range Rover, SUV & Vehicles of Similar Construction**

ITEM DESCRIPTION	AGGR DUTY	IMP DUTY	SCT	GCT
1000 cc and Below	40%	20%	0%	16.5%
Exceeding 1000 cc but NOT Exceeding 2000 cc	54%	20%	20%	16.5%
Exceeding 2000 cc but NOT Exceeding 2200 cc	54%	20%	30%	16.5%
Exceeding 2200 cc but not exceeding 3500 cc	68%	20%	30%	16.5%
Exceeding 3500 cc	68%	20%	20%	16.5%

**DIESEL: Buses**

ITEM DESCRIPTION	AGGR DUTY	IMP DUTY	SCT	GCT
All Passenger Seats	48%	10%	15%	16.5%

**DIESEL: Imported by Franchise Holders Licensed for use as Public Passenger Transport**

ITEM DESCRIPTION	AGGR DUTY	IMP DUTY	SCT	GCT
10-14 Passenger Seats	29%	10%	0%	16.5%
15-24 Passenger Seats	29	10%	0%	16.5%
25 and over Passenger Seats	11%	10%	0%	0.0%

**DIESEL: Vans, Trucks, Hearses**

ITEM DESCRIPTION	AGGR DUTY	IMP DUTY	SCT	GCT
Panel Vans/Window Vans, NOT Exceeding 2032 KG.	48%	10%	15%	16.5%
Panel Vans/Window Vans, Exceeding 2031 KG.	35%	10%	5%	16.5%
Trucks NOT Exceeding 2000 KG.	35%	10%	5%	16.5%
Trucks Exceeding 2000 KG.	29%	10%	0%	16.5%
Hearses Exceeding 2032 KG	67%	30%	10%	16.5%
Hearse NOT Exceeding 2032 KG.	67%	30%	10%	16.5%

**DIESEL: Pick Ups**

ITEM DESCRIPTION	AGGR DUTY	IMP DUTY	SCT	GCT
Compact Pickup Under 1850 KG Unladen Weight	40%	20%	0%	16.5%
Pickup 1851-2200 KG Unladen Weight	54%	20%	10%	16.5%
Pickup Over 2200 KG Unladen Weight	82%	20%	30%	16.5%

**DIESEL: Tractor Heads and Special Purpose Vehicles**

ITEM DESCRIPTION	AGGR DUTY	IMP DUTY	SCT	GCT
Special Purpose Vehicles	34%	0%	15%	16.5%
Tractor Heads	17%	0%	0%	16.5%

***NOTE: CUSTOMS ADMINISTRATIVE FEE FOR NEW VEHICLES IS JMD \$64,075.00  
AND USED VEHICLES IS JMD\$ 66,987.50***

**Diaspora and Consular Affairs Department  
Ministry of Foreign Affairs and Foreign Trade**

11 June 2014