

## Carnet de Passages - Information

### Carnet renewal or extension for the Southern African Customs Union (South Africa, Namibia, Botswana, Lesotho & Eswatini (Swaziland))

#### Allowed period of stay

Please note that the **allowed period of stay** for your vehicle within the Southern African customs union (SACU) is **twelve months**. During this period there must always be a valid Carnet de Passages which is stamped in by a customs authority. The vehicle must be exported from SACU before the expiry date of your Carnet. If your vehicle cannot be exported on time, an extension of the vehicle's period of stay and Carnet validity is only possible in a few cases.

Is the Carnet validity about to expire and the vehicle should remain within the SACU, please apply for the extension of the Carnet in time. Any applications and the transfer of stamps to the new Carnet must be finished before or at the latest on the expiry date of the Carnet. This is the only way to avoid claims from the South African customs authority. Please note that the dealing of customs claims can incur additional costs. If these costs will be charged to ADAC, you will have to pay them.

#### Leaving the SACU and reentering with a new Carnet de Passages

Please apply for a Follow-up Carnet at ADAC before leaving the SACU. After receipt of a new filled in and signed application form and the issuing fee, we will issue the Follow-up Carnet. The already lodged deposit will be transferred.

When leaving the SACU, the old Carnet must be stamped on exit (before or at the latest on expiry date of the Carnet). You can enter with the new Carnet Angola, Zimbabwe, Zambia or Mozambique. Please make sure that you get an entry stamp! Sometimes problems occur when entering Angola and Mozambique as a Carnet is not required. You may receive a *temporary import permit* at the border. In case the Carnet was used for entry, please make sure you also receive the exit stamp when leaving (Angola, Zimbabwe, Zambia or Mozambique) again. Afterwards, you may return to the SACU and present your new Follow-up Carnet at the border. Like this the duty-free **period of stay will restart** and your vehicle can stay inside the SACU for another year.

Please return the expired Carnet along with a copy of the first page inside of the Follow-up Carnet to ADAC. This copy must contain the entry stamp as well as the vehicle data. Please make sure any copies or scans are well readable and adequate picture quality.

The exit from SACU is only possible at the seaports, the international airports and these official borders:  
<https://www.aa.co.za/border-post-hours>



### Extension of the allowed period of stay inside the SACU (SUBSTITUTION)

If you cannot export your vehicle from the SACU before or at the latest on the expiry date of the Carnet, you may apply for an extension of one year at the AASA (Automobile Association of South Africa). This extension (called SUBSTITUTION) is valid in all countries of the SACU.

The application must be sent to AASA in Johannesburg **4 weeks before the expiry date of the Carnet**. The current application form (Application to substitute Carnet de Passages en Douane) and further information as well as contact information can be found on the AASA website <https://www.aa.co.za/products/carnet-de-passage-en-douane> (please check: How do I get replacement Foreign Carnet de Passage (CPD))

Please send your application for substitution to Odette Pombo [opombo@aasa.co.za](mailto:opombo@aasa.co.za)

Please note that the maximum size of your e-mail including attachments shall not exceed 5 MB!

After receipt of your application, AASA gets in contact with the Southern African customs authority. The customs authority will decide whether the substitution is granted or not. Normally, a substitution is approved only once per vehicle and due to circumstances. The customs authority levies at the moment a handling fee of 850,- ZAR for a substitution. AASA will debit your credit card with this fee. Please fill in your credit card number as well as its expiry date in the application. The fee can also be paid by bank transfer. Please ask AASA for their bank details.

As soon as customs authority approves the extension and the procedure at AASA is finished, you and ADAC will receive the approval of substitution.

Additionally, you must apply for a Follow-up Carnet at ADAC. This Carnet will be issued without any gap. For the issuing of a Follow-up Carnet, we need a filled in and signed application form. The issuing fee and if necessary, dispatch fee, have to be paid again. The already paid deposit will be transferred. Please note that the vehicle value may not be reduced as customs authority will then deny your substitution.

For finalizing the substitution, you must present your expired Carnet and the Follow-up Carnet to a customs office within the SACU together with the confirmed substitution. We highly recommend getting the Carnets replaced **shortly after the receipt of the granted substitution**, not later than the expiry of the old Carnet to avoid fines or customs claims.

Please send us the expired Carnet and a copy of the first page inside of the Follow-up Carnet. This copy must contain an entry stamp as well as the vehicle data.

### Letter of Grace

If the vehicle can only be exported from the SACU after the expiry date of the Carnet, you may apply for a Letter of Grace (LoG). This letter extends the Carnet validity for 3 months and allows the re-exportation of the vehicle within this period.

Please send an e-mail to AASA and explain why you cannot leave the SACU before the expiry date of your Carnet. Please send your message to Odette Pombo [opombo@aasa.co.za](mailto:opombo@aasa.co.za)  
Please note that the maximum size of your e-mail including attachments shall not exceed 5 MB!

If the LoG is granted, you must pay at the moment 850 ZAR to AASA. This can be done by credit card or bank transfer. You also must pay 65 EUR to ADAC for the extension:

ADAC e.V.  
Bayerische Landesbank  
IBAN: DE13 7005 0000 0004 6160 16  
BIC: BYLADEMMXXX  
Reference: LoG\_name

As soon as both payments and the necessary formalities are completed, you will receive the granted LoG from AASA. Please keep this letter properly with the Carnet until the vehicle will finally be re-exported.

The vehicle must be exported from the SACU before or at the latest with expiry of the granted period.

**Please get in contact with us if you want to apply for a SUBSTITUTION or a LETTER OF GRACE.**

This information has been carefully compiled, but we assume no guarantee as to completeness and correctness.

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