

# TOYOTA TANZANIA LTD

## NEW VEHICLE CLEARANCE FLOW CHART



**1 SALES DEPT**  
Proforma Invoice Issued to Customer

**2 SALES DEPT**  
Allocate model based on actual payment according to colour, chassis no, engine no

**3 ACCOUNTS / FINANCE**  
Confirmation of payment (Vehicle price and Taxes) or Tax Exemption Status to be confirmed by customer

### > DAY 1

**4 SALES DEPT**  
Out of Bond Instruction

### > DAY 2

**5 C & F: CUSTOMS CLEARANCE**  
TISCAN assess tax exemption

**EXEMPT FROM TAX**  
**I.** Full exemption: customers supply exemption papers

**II.** Partial exemption: Customers supply exemption papers for import and excise duty

### > DAY 1 – DAY 4

**6 TISCAN TAX ASSESSMENT NOTICE (TAN)**  
Calculate compounded tax  
**A** Calculate Import Duty  
**B** Calculate Excise Duty  
**C** Calculate VAT

### > DAY 5

**7 C & F**  
Receive TAN documentation

### > DAY 6 – DAY 7

**8 ACCOUNTS / FINANCE**  
Non exempt cases  
TTL pay taxes deposited by the customer  
TTL pay destination inspection

## STEPS 4–13 = APPROX. 16 WORKING DAY PROCESS

STEPS 1 TO 3 ARE BEFORE ORDER CONFIRMATION AND NOT PART OF CUSTOMS CLEARANCE AND THEREFORE EXCLUDED)

### > DAY 7 – DAY 9

**9 C & F**  
**I.** Accounts Informs that taxes have been paid.  
**II.** C & F to Follow up other customs procedures

### > DAY 10 – DAY 11

**10 C & F**  
Vehicle removed from bond:

- I.** Customs Verification
- II.** Customs Release Order
- III.** Customs Certificate

### > DAY 12

**11 ACCOUNTS / FINANCE**  
Tax Invoice issued

### > DAY 13 – DAY 15

**12 SALES DEPT**  
Arrange for Registration  
Predelivery inspection  
Number Plates

### > DAY 16

**13 VEHICLE DELIVERED TO CUSTOMER**

