

## DOCUMENT IMPORT DECLARATION FORM (IDF)

<b>DEFINITION</b>	All imports of goods or merchandise with an FOB value of 500,000 FCFA or more require an Import Declaration Form (FDI). This document is issued electronically on the GUCE platform by the Directorate General of Foreign Trade. The FDI is the only document required for Customs declarations and for the arrival inspection procedure, whether the products are imported freely or under the approval system.
<b>PROCEDURE DESCRIPTION</b>	<p>The FDI is issued electronically on the GUCE platform. It is subject to the prior creation of a Virtual Trade Transaction File (VTF) on the same platform (<a href="https://www.guce.gouv.ci">https://www.guce.gouv.ci</a>).</p> <p>The VTF is created by the approved Importer or Customs Broker and provides the information required to create the FDI, in particular the nature and customs nomenclature of the goods, the mode of transport, the type of load, the direct debit bank and the Importer Code.</p> <p>The FDI is then issued electronically after downloading a Pro-forma invoice domiciled at the user's bank (this operation is also carried out in the GUCE).</p> <p>The FDI is personal and non-transferable; it is valid for a period of three (3) months from the date of approval by the Direction Générale du Commerce Extérieur and may be extended for three (3) non-renewable months.</p> <p>N.B.: <a href="#">To access the site</a>, you must first be registered as an importer or forwarding agent (<a href="https://guce.gouv.ci/register/procedure">https://guce.gouv.ci/register/procedure</a>).</p>
<b>STATE STRUCTURE(S) INVOLVED</b>	<b>Guichet Unique du Commerce Extérieur. Ministry of Trade, Industry and SME Promotion / Directorate of Trade Regulation (DRE).</b>
<b>COST</b>	Free of charge
<b>DELIVERY TIME</b>	24 hours Maximum
<b>DOCUMENTS REQUIRED TO APPLY</b>	Pro-forma invoice direct debited from the user's bank (direct debit to be carried out in the GUCE).
<b>LEGAL BASIS (LEGAL REFERENCE)</b>	Interministerial Order n°127/MCAPPME/MPMB of 21 March 2014.

The Portail Web d'Information Commerciale (PWIC) is a platform for information on imports, exports and transit, as well as on all regulations, procedures and requirements relating to trade in Côte d'Ivoire.

Website: [pwic.gouv.ci](http://pwic.gouv.ci)

Address : Cellule de gestion du PWIC - Chambre de Commerce et d'Industrie de Côte d'Ivoire sise à Abidjan - Plateau Avenue  
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**GUCE Portal**

<https://www.guce.gouv.ci>

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