

Machinery and Equipment Checklist

Documents and approvals for importing machinery into Zimbabwe

Machinery clearances are more technical than general goods. Correct classification and the right approvals are what keep the project on schedule.

Standard documents

Done	Document / item	Notes
☐	Commercial invoice	Itemised, with model numbers, serial numbers, quantities and values.
☐	Packing list	Packages, weights and dimensions, including any oversized or project cargo.
☐	Transport document	Bill of Lading, Air Waybill or road consignment note.
☐	Technical specifications	Manufacturer's brochure, data sheet or manual. Supports classification and any permit application.
☐	Customs declaration (Form 21 / Bill of Entry)	Lodged by your clearing agent.
☐	Importer registration and agent's letter	ZIMRA BP number, company documents and letter of authority.
☐	Certificate of Origin	If you intend to claim a preferential duty rate.

Classification (HS code)

Duty depends on the HS tariff code, so classification matters. Machinery is often shipped in parts, as complete units or as sets, and the way it is described can change the code and the duty. Give your agent the technical specification before the order is placed. Declare used or reconditioned machinery as such.

Approvals that may apply

Done	Approval	When it may apply
☐	MMCZ	Minerals Marketing Corporation of Zimbabwe requirements may apply to mining-related equipment or goods.
☐	ZERA	Zimbabwe Energy Regulatory Authority approval may apply to energy-related equipment such as generators, solar equipment and fuel equipment.
☐	EMA	Environmental Management Agency permits or clearances may apply to equipment with environmental impact or to hazardous materials.
☐	Other import permits	Some equipment needs a permit from the responsible ministry or agency. Your agent will confirm from the HS code and end use.

Tip: Ask us before you place the order. Approvals can take longer than shipping, and a missing permit leaves expensive machinery sitting at the border.

Need help with this consignment? Speak to your George Steward clearing agent before the goods ship. Getting the paperwork right at the start avoids delays and storage charges at the border.

General guidance only, not legal or tax advice. Requirements, permits and rates are set by ZIMRA and other regulators and change from time to time. Confirm the requirements for your specific shipment with your George Steward clearing agent before you ship. Last reviewed: October 2026.