

PEST CONTROL PRODUCTS BOARD

(A Statutory Organization of Government)

Tel: 254 - 020 - 4446115 / 4450242 / 4441804
254 - 020 - 4444137 / 144
Fax: 254 - 020 - 4449072



WAIYAKI WAY (KARI-NAL)
P.O. BOX 13794
NAIROBI, WESTLANDS - 00800, KENYA
Email: pcpboard@todays.co.ke /
md@pcpb.or.ke
website: www.pcpb.or.ke

Your Ref:

Our Ref:PCPB/111/IMP-EXP/VOL.1/10/17

12th March, 2010
Date:

To: All Local Agents

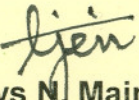
RE: SUBMISSION OF IMPORT/EXPORT APPLICATIONS

This is to inform you that the Board has now automated the procedure for issuance of import/export permits. The process has consequently been amended as follows:

1. You shall now be required to submit ONLY one (1) copy of the application form (Form PCPB 1) as opposed to three copies previously. This form must be typed and the period of validity of registration should be at least three (3) months at the time of application.
2. It shall no longer be necessary to fill and submit the import permit form (Form PCPB 2) as this shall be generated electronically by the Board.
3. The application forms must be accompanied by two (2) copies each of current proforma invoice and duly filled import declaration form (IDF) application.
4. The requisite import/export fee should accompany the application.

We thank you for your co-operation and hope that these measures should simplify and expedite the process.

Thank you.


Gladys N. Maina
MANAGING DIRECTOR/SECRETARY