

Issuance of Horticultural Products Permits

Overview

This service enables Importers and Exporters to import/export their horticultural produce. The restriction on the importation of horticultural produce is administered through CAP 43:08 Control of Goods Prices and other Charges Act using Import and Export of Agricultural Product Regulations. Individuals are not required to apply for a permit for personal consumption.

Who is eligible?

- Registered a company with the Registrar of Companies for a Trading Licence
- Registered with the Council for Hawker's/Street Vendor's Licence

How do I get this service?

Interested citizens and businesses are required to visit the nearest Agribusiness Promotion Office with relevant supporting documents.

The authorised Permit Issuing Officer will complete, at the time of application, a permit form with specific details which include;

- Quantities and type of crops to be imported
- Border post of entry (Only one border post allowed per entry)
- Country of produce import
- Endorsement at the border post
- Complete a horticultural crop import permit
- Endorse the expiry date of the import permit
- Authorize and issue the import permit

What supporting documents are required?

- A certified copy of a valid National Identification card (Omang)
- An original and valid trading licence
- An original and valid hawkers licence
- A valid and original Sanitary and Phytosanitary (SPS) Certificate
- A Letter of Authorisation to apply on behalf of the Company

How long will this service take?

One (1) working day

How much does it cost?

The issuing of a permit is free, but the applicants must apply for Sanitary and Phytosanitary certificate at BWP 300.00

Where can I get more information on this Service

DEPARTMENT OF AGRIBUSINESS PROMOTION (DABP)

District Offices Contacts DISTRICT	CONTACTS
Kgatlung, Mochudi	Tel: 5729874, Fax: 5729031
Central, Serowe	Tel: 4630473, Fax: 4710672
North East, Francistown	Tel: 2412092, Fax: 2415291
Chobe, Kasane	Tel: 6250029, Fax: 6250013

Chobe, Pandamatenga	Tel: 6232020, Fax: 6860670
North West, Maun	Tel: 6860327, Fax: 6860670
Ghanzi, Gantsi	Tel: 6596049, Fax: 6596044
Kgalagadi, Tsabong	Tel: 6540300, Fax: 6543039
Southern, Kanye	Tel: 5440121, Fax: 5440128
South East, Ramotswa	Tel: 5391444, Fax: 5390159
Kweneng, Molepolole	Tel: 5921828, Fax: 5921824

Ministry of Agricultural Development and Food Security

Department of Agribusiness Promotion

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Call Centre

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Opening hours: 07:30 to 12:45 and 13:45 to 16:30, Monday to Friday except, public holiday