Kimbo Logistics

SEYCHELLES / SEA FREIGHT

Sea Freight Cargo Procedures

Import procedures & export procedures

A practical Kimbo Logistics manual for shipment preparation, Customs clearance, port operations, container control and cargo handover.

PART A / IMPORTS

FCL and LCL arriving into Seychelles

PART B / EXPORTS

FCL and confirmed special cargo
No LCL exports

Prepared for Kimbo Logistics clients and teams

Use the section for the cargo direction, then follow the shipment-specific carrier, port and authority requirements.

Import and export sections

Imports and exports have separate workflows, document checks and completion checklists. LCL appears only in the import procedure section.

> **LCL in Seychelles: imports only**
>
> LCL is available for imports into Seychelles only. LCL exports from Seychelles are not available. The export procedures in Part B cover FCL and specifically confirmed special-cargo arrangements. [13]

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Responsibilities and port planning

Assign one Kimbo coordinator and one client contact. Record the Bill of Lading, container or House Bill reference in all documents, payments and collection instructions.

Party	Responsibility
Client / shipper / consignee	Provide accurate goods and party details; agree service scope and charges; cooperate with approvals; arrange agreed funds and receiving or packing resources.
Kimbo coordinator / declarant	Review the file; coordinate permits, declaration processing, release, appointments, transport and updates; keep the evidence and action owner for each stage.
Carrier / shipping agent / forwarder	Confirm booking and transport documents; provide manifests, arrival or sailing updates, release instructions, equipment terms and applicable deadlines.
Customs / other authorities	Assess declarations, approvals and any inspection requirements; decide regulatory release and the applicable conditions.
Port and cargo operator	SPA manages port infrastructure; Land Marine or the nominated cargo operator coordinates the relevant yard, shed, positioning and cargo-handling formalities.
Collector / receiving team	Use authorised access and suitable transport; check cargo condition and quantity; record handover, unloading and any empty-container return.

Make each update useful

Include the reference, current stage, outstanding issue, action owner, next follow-up and last free day or export cut-off. Confirm changes to the scope, costs and receiving plan in the shipment file.

Published seaport Customs windows

Seaport cashier: SRC publishes 08:30-15:00, Saturday until 12:00; lunchtime closure 12:00-13:00.
Boarding, Manifest and Export: SRC publishes 08:30-16:00.
Confirm current working days, holidays and facility hours before an appointment or port movement. Seychelles local time applies. [4]

Import procedures

FCL and LCL sea cargo arriving into Seychelles. Complete the regulatory, carrier and cargo-operator requirements before collection.

ARRIVING CARGO / FCL & LCL

Prepare the file. Clear the goods. Collect and close the shipment.

FCL import route

Follow the full container by its Bill of Lading and container number. Confirm release, any positioning or examination, delivery and the empty-return obligations.

LCL import route

Follow the individual House Bill and packages. Confirm manifest deconsolidation, unpacking, shed availability, release and collection of the correct goods.

Import control points

- ☐ Eligibility, permits and the final invoice / packing file reviewed before dispatch.
- ☐ Arrival and cargo record confirmed; discrepancies assigned to the correct party.
- ☐ Customs, other authorities, carrier and cargo operator release conditions completed.
- ☐ Delivery evidence retained; empty-container obligations closed where applicable.

Reefer and dangerous goods imports

Confirm reefer temperature, port power / cold storage and suitable delivery arrangements. For dangerous goods, obtain competent maritime preparation, declarations and carrier / consolidator acceptance before dispatch. [8]

For LCL, the Customs cargo record and physical shed availability are separate checks. See pages 9 and 10.

Import documents and permits

Send the document file before the goods arrive. Review the exact product, origin, condition and intended use rather than relying on a broad description.

Document / cargo	Import checks
Commercial invoice	Buyer, seller, date, currency, goods, quantities and values; delivery terms; freight and insurance details as applicable.
Packing list / cargo details	Packages, contents, weights, dimensions, marks; container number and seal when available.
B/L, MBL and HBL	Correct shipper and consignee; transport and house references; pieces, weight, freight payment and release instructions.
Import permits / technical file	Required approvals for the actual commodity, including any controlled equipment, chemicals, medicines, vehicles or sensitive materials.
Plants / produce / wood	Biosecurity review and permit conditions; official phytosanitary or treatment evidence where required for the goods.
Meat / animal products	Veterinary / biosecurity approval and the required official health or veterinary certificate.
Client and delivery instructions	Importer details and authorisation; payment arrangements; delivery contact, address, vehicle access and unloading plan.

Check approvals before supplier dispatch

NBS issues a single-use Biosecurity Import Permit per consignment. Send its conditions to the supplier and obtain the certification required for arrival verification. Review other product-specific approvals in the same way. [9], [11]

Keep originals where an authority or carrier requires them. Restricted goods require the relevant approval; a routine permit application does not override a prohibition. [1], [2], [11]

Before vessel arrival

Use the pre-arrival period to complete the document, permit, carrier-release and receiving arrangements. Give every missing item an owner and follow-up date.

I1

Open the import job

Owner: Kimbo coordinator + client

Record the importer, goods, FCL or LCL mode, references, scope, payment plan, special handling and receiving contact.

Complete when: The shipment reference and agreed instructions are recorded.

I2

Review eligibility and the approval file

Owner: Kimbo + client / supplier

Confirm permits, certificates and any product or origin conditions. Ask the supplier to correct incomplete or inconsistent evidence.

Complete when: Required pre-dispatch approvals and supporting details are in place.

I3

Check documents and cargo records

Owner: Kimbo declarant + shipping agent

Compare invoice, packing list and transport references. For consolidated cargo, confirm the master and house record arrangements.

Complete when: The final file is consistent and the cargo record route is identified.

I4

Prepare release, funds and transport

Owner: Kimbo + carrier / client

Follow ETA and carrier release requirements. Confirm free time, agreed payments, inspection needs and the delivery or collection resources.

Complete when: Outstanding actions, deadlines and the receiving plan are confirmed.

Preparation can begin before arrival. Confirm manifest registration and the correct house or cargo record before final declaration processing. [1], [3]

Arrival and Customs clearance

Confirm actual arrival, discharge and cargo readiness. Vessel arrival alone does not establish that the container or individual LCL packages can be collected.

I5

Confirm discharge and cargo availability

Owner: Shipping agent / cargo operator + Kimbo

Check actual arrival, container or package location, release notices and any short-shipment, excess, damage or split consignment.

Complete when: Availability and discrepancies are recorded against the correct reference.

I6

Confirm the manifest / house record

Owner: Shipping agent / forwarder + Kimbo

Match the cargo record to the goods. Arrange required deconsolidation or amendments through the responsible agent and Customs.

Complete when: The correct record is ready for declaration processing.

I7

Process the Bill of Entry and payments

Owner: Kimbo declarant + client / payer

Use the appropriate ASYCUDA declaration, supporting file and valuation evidence. Follow assessment, queries, duties and related taxes.

Complete when: The declaration status and applicable payment evidence are recorded.

I8

Complete inspections and release

Owner: Customs / authorities + Kimbo

Follow the Customs lane and other authority controls. Complete carrier and cargo-operator formalities, then apply the collection procedure.

Complete when: All required releases and collection availability are confirmed.

SRC explains that changes to consignee or cargo quantities need the relevant amended transport evidence. Retain the original file and approved corrections. [3]

FCL import collection

Follow the full container by number, seal and Bill of Lading. Coordinate Customs control, terminal positioning and transport as separate practical steps.

Stage	Action and evidence
Carrier release	Complete the carrier's document and payment requirements; obtain the delivery or release authority for the container.
Customs / authority control	Confirm the released declaration or the examination required. Keep permit and inspection outcomes with the container reference.
Positioning / examination	If examination is required, coordinate Customs and Land Marine / the cargo operator so the correct container is accessible at the agreed place.
Terminal collection readiness	Confirm yard location, terminal formalities, charges, positioning or collection arrangements, and suitable vehicle / lifting resources.
Gate-out and handover	Check number, seal and visible condition; obtain the terminal movement / interchange record. Follow the agreed delivery route and unloading plan.
Empty return	Record the nominated return depot, deadline and accepted empty-return evidence. See page 11.

Green or blue still needs the collection checks

A release-authorised Customs lane does not complete carrier release or terminal handling. Confirm any other authority control, required yard arrangements and physical availability before dispatching the vehicle.

Match the seal to the transport file. Record any discrepancy before the next handover, and follow the carrier / authority instructions for any controlled seal opening.

LCL import collection

This section applies to LCL imports into Seychelles. LCL export service is not available from Seychelles under the operating scope of this guide. [13]

Stage	LCL import action
Identify the house shipment	Confirm the HBL, importer, packages, marks and the master-container / consolidator reference.
Complete deconsolidation	Ensure the master is deconsolidated to the correct house records. SRC explains that a master must be deconsolidated before a declaration is lodged against a house consignment. [3]
Confirm unpacking / shed availability	Ask the cargo operator whether the container has been opened and the individual goods received into the shed. Obtain the actual collection location.
Complete Customs and approvals	Process the importer's declaration and any authority checks. When examination is required, make the specific goods accessible before the inspection.
Complete release and collect	Obtain the consolidator / carrier and shed releases, settle applicable charges, match packages to the file and retain the collection record.

Track the individual consignment

Another importer's clearance in the same container does not release your goods. Confirm both the correct house record and the physical packages available for your collection.

Volume information for the quotation

Provide the external dimensions and weight of every package. In metres, **CBM = length x width x height**, summed across all packages.
Example: three crates, each 1.2 x 0.8 x 1.0 m, total **2.88 CBM**. Confirm the actual weight/measure basis, minimum and destination charges in the quotation.

Customs lanes and release gates

Use the actual declaration status and authority instructions. Customs release, carrier release and terminal or shed availability must each be confirmed.

Lane	Customs control / next action
GREEN	Release authorised; Customs can still examine when necessary. Confirm the released declaration.
BLUE	Release authorised; post-clearance checks may follow. Retain the complete supporting file.
YELLOW	Document review is required. Submit requested evidence and follow the review outcome.
RED	Document checks and physical examination are required. Coordinate the appointment and accessible cargo.

Record all release gates

Gate	Confirmation to keep
Customs / other authorities	Released declaration; required permits, certification and inspection outcomes.
Carrier / consolidator	Delivery release / order; required transport-document formalities and payment confirmation.
Terminal / shed operator	Cargo physically available; charges and facility release formalities completed; collection arranged.
Transport / receiver	Authorised collector, suitable vehicle, access, unloading and receiving contact confirmed.

Lane descriptions: [2]. Kimbo confirms the seaport examination appointment and the cargo-positioning arrangements with Customs and the relevant operator.

Delivery and empty return

Close the cargo delivery and the container equipment obligations separately. Retain evidence of each transfer and accepted return.

Stage	Import completion procedure
Before collection	Give the collector the correct release references, location, access instructions and receiving plan. Confirm suitable transport and special handling.
At cargo handover	Check container / seal or package marks, quantity and visible condition. Record discrepancies and obtain the terminal or shed movement evidence.
At final delivery	Confirm packages and visible condition with the receiver; retain name, acknowledgement, date/time, condition notes and permitted supporting photos.
During FCL unloading	Use the agreed unloading resources and record any discovered shortage or damage. Preserve relevant packaging and shipment evidence for follow-up.
Empty equipment return	Follow the carrier's nominated depot and return instructions. Confirm the deadline, container condition requirements and any depot booking.
Job closure	Keep the accepted empty-return / interchange receipt where applicable, reconcile invoices and confirm outstanding claims or authority conditions.

Keep the empty-return receipt

An unloaded container is still equipment in use until the agreed return obligations are completed. Record the actual accepted return date and time, container number, depot and reference for any charge query.

For LCL, close the individual package collection and delivery; empty-container return is normally managed through the consolidator's equipment arrangement. Confirm any contractual pass-through charges. [6]

Import demurrage and storage

Carrier, terminal and shed charges can be separate costs. Confirm the actual terms and start/stop events for the shipment, then track each relevant deadline.

Potential charge	Control to record	Completion evidence
Carrier container demurrage	Carrier free time, start date, container type, tariff tiers and agreed stop event.	Carrier / terminal evidence of the event that stops the charge.
Land Marine / terminal container charges	Separate storage or demurrage tariff; facility free time and handling or positioning charges.	Terminal release, gate-out and invoice breakdown.
LCL shed storage / demurrage	Actual shed free time, availability date, charging unit and agreed payer.	Collection record for the correct house shipment.
Detention / late empty return	Time outside the port, nominated return depot and whether time is combined with demurrage.	Accepted empty return / interchange record.

Include separate payable charges once

Carrier container charges, terminal charges and LCL storage must be visible where they apply. Confirm any pass-through charges and combined terms so the same charge is not counted twice.

Daily action board while cargo remains pending

- ☐ Last free day / storage start for each relevant provider.
- ☐ Outstanding document, payment, inspection or cargo-availability issue.
- ☐ Action owner, next follow-up and earliest practical collection.
- ☐ Empty-return plan and accepted return evidence for FCL equipment.

Use the tariff applicable to the carrier, operator, container or cargo type and booking. The manual does not set universal rates or free days. Carrier example: [6].

Import completion checklist

Use this checklist for an FCL or LCL import. Record completion evidence and unresolved actions under the shipment reference.

Import record	Details
Client / reference	Client: _____ Kimbo reference: _____
Transport / mode	B/L / HBL: _____ FCL / LCL: _____
Deadline / owner	Last free day: _____ Coordinator: _____

Preparation and clearance

- ☐ Import instructions, invoice, packing list and B/L file complete and consistent.
- ☐ Eligibility, permits and required certificates checked.
- ☐ Arrival, manifest / house record and cargo availability confirmed.
- ☐ Bill of Entry, applicable taxes and regulatory controls completed.

Release and collection

- ☐ Carrier / consolidator release and required document formalities completed.
- ☐ Terminal / shed release, charges and collection arrangements confirmed.
- ☐ FCL: positioning / examination completed where required; container and seal checked.
- ☐ LCL: unpacking and correct package availability confirmed before collection.

Closure

- ☐ Delivery / condition evidence and any discrepancy follow-up recorded.
- ☐ FCL empty-return obligations closed; invoices and release records retained.

Outstanding action / owner: _____

Completed by / date: _____

Export procedures

Sea cargo departing Seychelles. Use the FCL workflow and obtain a specific plan for any accepted non-containerised, reefer or other special cargo.

DEPARTING CARGO / CONFIRMED BOOKING

Book the movement. Prepare and clear the cargo. Hand over and confirm sailing.

LCL in Seychelles: imports only

LCL is available for imports into Seychelles only. LCL exports from Seychelles are not available. The export procedures in Part B cover FCL and specifically confirmed special-cargo arrangements. [13]

Export control points

- [ ] Destination / transit requirements and the exporter's document file confirmed.
- [ ] Container release, packing, seal and verified gross mass prepared for the booking.
- [ ] Customs and other authority controls completed before the required port handover.
- [ ] Carrier cut-offs, terminal acceptance, final Bill of Lading and actual sailing recorded.

Confirm the special-cargo plan before commitment

Oversized, heavy, reefer, dangerous or non-containerised cargo needs acceptance for the actual vessel, route and port handling arrangement. Confirm equipment and lifting needs with the carrier and operator.

Booking and export documents

Confirm the destination requirements and the booked service before collecting equipment or delivering cargo to the port. No LCL export booking forms part of this procedure. [13]

Booking / document item	Export checks
Exporter and consignee	Correct names, addresses and contacts; final receiver and destination agent; agreed delivery terms and payer.
Goods and purpose	Precise description, quantity, value, origin, purpose and destination / transit approval requirements.
Service and equipment	FCL size/type, reefer or other confirmed special equipment; route, vessel/voyage, sailing plan and empty pickup arrangements.
Commercial file	Invoice, packing list, technical or approval documents; any required health, phytosanitary or other export certification.
Shipping Instructions (SI)	Carrier's required shipper, consignee, cargo, container, seal, freight payment and Bill of Lading instructions.
Deadline register	SI cut-off, VGM cut-off, full-container gate-in, Customs / inspection readiness and any special-cargo deadline.
Charges and scope	Quote currency and validity; included freight / local charges; equipment free time; packing, weighing, transport and destination exclusions.

Record the confirmed deadlines individually

SI, VGM and terminal gate-in can have different cut-offs. Check the actual booking and any amended voyage instructions. Keep written changes in the export record. [6]

The exporter and receiving party should confirm destination clearance requirements before dispatch. Kimbo coordinates the agreed Seychelles export scope.

Container packing, seal and VGM

Use suitable equipment and a competent packing plan. Follow carrier, safety and cargo-specific requirements and keep the final container details consistent across the file.

Stage	Export preparation
Collect empty equipment	Follow the carrier's release and depot instructions. Check number, type, visible condition and suitability; retain the pickup / interchange record.
Load and secure	Use suitable packing, weight distribution and securing resources. Include pallets, dunnage and any special-cargo conditions in the plan.
Close and seal	Record container and final seal numbers, package count and packing evidence. Report discrepancies before the next handover.
Obtain verified gross mass	For containers subject to SOLAS, the named shipper is responsible for providing VGM to the carrier and terminal in time for stowage planning. It is a loading condition. [7]
Submit and verify	Keep the weight record, authorised signatory / submission details and receipt. Match container and seal details to the SI, declaration and terminal handover file.

VGM includes the container and everything packed in it

IMO allows weighing the packed container, or using a certified method approved in the packing State to total cargo, pallets, dunnage and securing material, then add the container tare. [7]

Record the final export set

Booking / container / seal / pieces / VGM / weighing record / submitted date and acknowledgement.
Use the actual equipment and verified records; submitting VGM does not itself guarantee that the container will be loaded.

Export clearance and handover

Complete the export controls and deliver within the booking's confirmed acceptance window. Keep Customs release and terminal acceptance as separate checks.

E1

Prepare the export declaration file

Owner: Kimbo declarant + exporter

Match invoice, packing list, booking, container / seal and approvals. Confirm the correct export, temporary-export or re-export procedure.

Complete when: The consistent declaration file and movement purpose are recorded.

E2

Complete authority review and payments

Owner: Customs / other authorities + Kimbo

Submit the declaration, answer queries and settle required assessed charges. Arrange any export examination or commodity-specific verification.

Complete when: The applicable regulatory release and approval evidence are available.

E3

Confirm port acceptance readiness

Owner: Kimbo + carrier / cargo operator

Check gate-in cut-off, SI and any applicable VGM acknowledgement, release references, charges, transport and the terminal instructions.

Complete when: All required handover conditions and the movement plan are confirmed.

E4

Deliver and obtain handover evidence

Owner: Authorised transporter / operator + Kimbo

Hand over the full container or accepted cargo at the nominated location. Retain the gate-in, interchange or cargo receipt and condition notes.

Complete when: Terminal acceptance is recorded against the correct booking.

SRC's Boarding, Manifest and Export service includes examination appointments and final export-document verification. Confirm the current appointment and stamp / electronic release process. [4]

Bill of Lading and sailing follow-up

Approve the transport-document details and confirm actual loading / departure. A port receipt or booking confirmation does not establish that the shipment has sailed.

Stage	Export document and status check
Review the draft B/L	Check shipper, consignee, notify party, ports, goods, pieces, weights, container / seal and freight payment terms against the approved SI.
Confirm release method	Agree the carrier's applicable original B/L, sea waybill, surrender or accepted electronic-document process. Confirm required formalities and the party authorised to receive documents.
Resolve amendments	Request corrections through the carrier / forwarder before final issue where possible. Retain the approved draft and any amendment confirmation or charges.
Confirm actual loading / sailing	Follow carrier status and any short shipment, rollover or amended voyage. Match the final document to the actual carrier record.
Send the destination file	Provide the agreed final B/L and commercial / approval documents to the receiving party in time for destination clearance. Record what was sent and to whom.
Close and reconcile	Retain final transport documents, declaration, permits, terminal receipt, invoices and sailing evidence. Track unresolved equipment, claims or Customs obligations.

Keep carrier release instructions in the file

The agreed document type controls the release formalities. Confirm the carrier's requirements for the actual booking and destination, rather than assuming that a PDF copy completes all release steps.

Carrier example: Maersk's Seychelles export page links SI submission, VGM, draft verification and B/L printing. Apply the booked carrier's current workflow. [6]

Special export cargo

Obtain acceptance for the actual cargo, route, vessel and equipment before committing the shipment. Apply commodity approvals alongside carrier and port requirements.

Cargo type	Export procedure additions
Reefer / perishables	Provide the commodity, handling specification and required certifications. Confirm suitable equipment, set-point instructions, power / monitoring and loading-to-gate-in arrangements.
Plants / animal products	Check Seychelles export controls and the destination's required phytosanitary, veterinary or health evidence. Plan certification and inspection before loading. [9]
Dangerous goods	Use competent maritime DG classification, packing, marking and documentation. Obtain carrier acceptance and any required declaration / packing certificate before port delivery.
Heavy / oversized / project cargo	Supply dimensions, weight, drawings and lifting / securing needs. Confirm equipment, handling capacity, road route, terminal acceptance and the specific booked carriage.
Vehicles / used equipment / sensitive goods	Disclose batteries, fuels, refrigerants or other hazardous components; provide identifiers and technical details. Review approvals and carrier conditions for the exact goods.

Use the maritime rules effective on the shipment date

IMO confirms that IMDG Amendment 42-24 became mandatory on 1 January 2026. Apply the effective Code and the carrier's requirements to the actual dangerous-goods shipment. [8]

- [ ] Record cargo acceptance, authority approvals and the special handling instructions.
- [ ] Confirm the facility and receiver can maintain the required conditions through handover.

This procedure coordinates the shipment; technical packing and safety decisions remain with the competent parties and approved instructions.

Temporary export and re-export

Identify the movement purpose before declaration processing. Keep original references, identifiers and authority conditions so the movement can be properly closed.

Movement	Export procedure
Permanent export	Confirm the exporter, final destination and commercial / approval file. SRC lists EX 1 for permanent exportation. [1]
Temporary export	Explain the purpose, expected return and inventory / serial numbers. Confirm authorisation and supporting evidence; SRC lists EX 2 for temporary export. [1]
Re-export	Link the goods to their original import and verify any control, time limit or security obligation. SRC lists EX 3 for re-export. [1]
Exit after temporary admission	Register the export declaration and arrange verification through the export unit. Provide the invoice, packing and transport file; settle required payments and obtain release / stamped documents for the handler. [10]
Repair / return / replacement	Provide original import/export records, purpose and correspondence. Confirm the correct Customs procedure and valuation evidence before booking.

Close the original obligation

Retain the declaration and proof of actual departure, then obtain the required Customs discharge or other decision for a temporary-admission or security file. Keep it open until those obligations are resolved.

If the goods will return to Seychelles

Plan the return document file before export: identifiers, condition, reason for movement and original records. Coordinate the applicable re-import procedure and approvals under Part A; a return does not by itself establish tax relief. [1], [10]

Export completion checklist

Use this checklist for FCL exports and specifically accepted special cargo. LCL exports from Seychelles are not available under this operating scope. [13]

Export record	Details
Client / booking	Exporter: _____ Booking: _____
Equipment / voyage	Container / seal: _____ Vessel / voyage: _____
Deadlines / owner	SI / VGM / gate-in: _____ Coordinator: _____

Booking and preparation

- ☐ Destination requirements, exporter / consignee and shipment purpose confirmed.
- ☐ Service, quote, equipment and each carrier / terminal cut-off recorded.
- ☐ Invoice, packing list, permits / certificates and SI complete and consistent.
- ☐ Container suitability, packing, seal and cargo-specific acceptance checked.

Clearance and handover

- ☐ VGM obtained and submitted where applicable; acknowledgement retained.
- ☐ Export declaration, authority checks and required payments completed.
- ☐ SI, container / seal and release references match the final handover file.
- ☐ Terminal gate-in / cargo acceptance evidence and condition notes recorded.

Sailing and closure

- ☐ Final B/L approved / issued; actual sailing and destination document dispatch recorded.
- ☐ Invoices reconciled; temporary or re-export obligations and any follow-up tracked.

Outstanding action / owner: _____

Completed by / date: _____

Glossary and Kimbo contacts

Use one consistent reference across the job file, portal, invoices, release documents, terminal movements and delivery records.

Term	Meaning in this guide
FCL / LCL	Full container load / less than container load. In this operating scope, LCL is for imports only.
B/L / MBL / HBL	Bill of Lading / Master Bill of Lading / House Bill of Lading.
BOE / Bill of Export	The relevant import / export Customs declaration.
Manifest / deconsolidation	Carrier cargo record / separation of a consolidated master record into individual house records.
SI / VGM	Shipping Instructions / verified gross mass of the packed container.
Gate-in / gate-out / EIR	Terminal entry / exit / equipment interchange record documenting equipment handover.
Demurrage / detention	Provider-defined equipment time charges, generally linked to time in terminal / outside terminal. Verify separate or combined terms.
Free time / last free day	Agreed charge-free period / its final free day under the specified provider terms.

Kimbo Logistics - sea freight coordination

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Website: www.kimbologistics.com
Client portal: kimbologisticsportal.com

Notify Kimbo early when goods, quantities, routing, arrival or sailing plans change. Use the relevant Part A or Part B checklist to track the next action. [12]

Sources and operating scope

These references support the regulatory and carrier guidance. Apply the actual approvals, current tariffs and booked service requirements to each shipment.

[1] SRC - Customs and Excises

Declarations, Customs models, manifest records and import / export information.

[2] SRC - Customs Import Procedures

Import documents and Customs selectivity lanes.

[3] SRC - Manifest Procedures

Master / house records, deconsolidation and transport-record amendments.

[4] SRC - Locations and Services

Seaport functions, examinations, export services and published hours.

[5] Ministry of Transport - Seychelles Ports Authority

Port infrastructure and management responsibilities.

[6] Carrier example - Maersk Seychelles

Export procedures, current local tariffs, equipment terms and documentation links.

[7] IMO - Verified Gross Mass

Shipper responsibility, loading condition and the permitted verification methods.

[8] IMO - IMDG Code

Maritime dangerous-goods Code and effective amendment information.

[9] National Biosecurity Services - Border Control

Biosecurity controls, import permits and official certification.

[10] SRC - Temporary Admission

Temporary admission, security and cargo exit requirements.

[11] Seychelles Trade Portal - Customs legislation

Prohibited / restricted goods rules and listed amendments.

[12] Kimbo Logistics - Contact and service information

Company contacts, clearance enquiries and portal link.

[13] Operating scope supplied by Kimbo, 12 October 2026

LCL is available for imports into Seychelles only; no LCL export service from Seychelles forms part of this manual's operating scope.

KL-SEA-01 | Edition 1.0 | 12 October 2026. Review when a relevant rule, approval condition, carrier or port procedure changes.