

**Exchange Control (General ) Order, 1996**  
**S.I.s 110/1996, 267/97, 38/99, 126/99, 323A/01, 226 and 291A/02**  
**[Gazetted 5th July 1996]**  
**ARRANGEMENT OF SECTIONS**

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**IT** is hereby notified that the Reserve Bank of Zimbabwe, in terms of section 40 of the Exchange Control Regulations, 1996, and with the approval of the Minister of Finance has made the following order:—

**Title**

1. This order may be cited as the Exchange Control (General) Order, 1996.

**Interpretation**

2. In this order—

“business organisation” means a body corporate or firm carrying on business in Zimbabwe;

“interbank market” means the foreign currency market operated by authorised dealers in Zimbabwe;

“marketing board” means a body corporate established directly by any enactment for purposes which are specified in that enactment and which relate to the marketing of any agricultural produce or mineral;

“principal regulations” means the Exchange Control Regulations, 1996.

Authorised dealers

3. The following institutions are declared to be authorised dealers for the purposes of the principal regulations—

(a) the Reserve Bank; and

(b) every commercial bank and accepting house registered under the Banking Act [Chapter 24:20].

Exchange control authorities

4. (1) Every authorised dealer is declared to be an exchange control authority for the purposes of granting any authorisation, approval or permission which, in terms of this order, is permitted or required to be given by an authorised dealer.

(2) For the purposes of subsection (5) of section 21 of the principal regulations, an authorised dealer—

(a) that has authorised the export of the goods concerned; or

(b) with which the exporter concerned has a banking account, if the export did not require authorisation under this order;

is declared to be an exchange control authority for the purpose of giving directions if payment for the goods has not been made in the period within which it ought to have been made in terms of subsection (2) of that section.

(3) For the purposes of section 24 of the principal regulations, an authorised dealer—

(a) that has granted authority or permission to a person; or

(b) issued foreign currency to a person;

on condition or on the understanding that he will import goods into Zimbabwe, is declared to be an exchange control authority for the purposes of—

(i) receiving notification of all the material particulars relating to the goods;

and

(ii) giving directions as to the manner in which the goods are to be dealt with;

if the goods are not imported within three months.

(4) For the purposes of any particular transaction, any authorised dealer shall be an exchange control authority to such extent and subject to such conditions as the Reserve Bank may specify by written notice to the authorised dealer concerned.

Foreign exchange bureaux de change

5.

[repealed of SI 323A of 2001 with effect from 22nd October, 2001.]

Service payments

6. (1) An authorised dealer may—

(a) authorise the payments and remittances set out in the First Schedule; and

(b) sell foreign currency for the purposes set out in the First Schedule;

subject to the terms and conditions specified in that Schedule.

(2) The Reserve Bank may, in any particular case, direct an authorised dealer—

(a) not to authorise a payment or remittance; or

- (b) not to sell foreign currency for a particular purpose; or
- (c) to authorise a payment or remittance, or to sell foreign currency, subject to specified terms and conditions;

and the authorised dealer concerned shall comply with the direction.

(3) Where an authorised dealer receives an application for authorisation which does not fall clearly within any of the categories set out in the First Schedule, the authorised dealer shall, if the applicant so requests, refer it to the Reserve Bank.

#### Foreign currency accounts

7. (1) Moneys may be held in a foreign currency account in any of the currencies specified in the Second Schedule.

(2) A business organisation that is a foreign resident may open up to four foreign currency accounts in any four of the currencies specified in the Second Schedule and, in addition, may open accounts in South African Rands and Botswana Pula.

[amended by 267A/1997 with effect from the 28th November, 1997.]

(2a) A business organization that is a Zimbabwean resident shall not be entitled to open or operate a foreign currency account .

[(2a) inserted by Section 2 of S.I.267A/1997 from 28th November, 1997.]

(3) An individual may hold moneys in a foreign currency account in South African Rands or Botswana Pula instead of a currency specified in the Second Schedule; Provided that, where he does so, such moneys may be withdrawn from the account only in Rands or Pula, as the case may be.

(4) A business organisation, that is a foreign resident and is a direct exporter of goods and services may retain all the proceeds from its exports in a foreign currency account; Provided that an exporter receiving such proceeds in Zimbabwean dollars through a vostro-nostro account may not purchase foreign currency with those dollars for the purpose of opening a foreign currency account.

[amended by S.I 267A/1997 with effect from the 28th November, 1997.]

(5) The following moneys shall not be deposited by an individual in a foreign currency account—

- (a) travellers cheques or other foreign currency documents issued in Zimbabwe:

Provided that an individual may pay such documents into his account if he satisfies the authorised dealer that they were paid for with foreign currency from that account; or

- (b) foreign currency purchased from an authorised dealer or from another holder of a foreign currency account; or

- (c) moneys withdrawn from a foreign currency account and converted into Zimbabwean currency.

(6) Where an individual, on any one day, deposits foreign currency notes or coins into his foreign currency account in excess of two thousand United States dollars in value, the authorised dealer accepting the deposit shall require him to disclose, in writing, the source of the foreign currency.

(7) . . . . .

[Repealed by SI 267A/97 with effect from 28 November, 1997].

#### International credit cards

8. (1) An authorised dealer that is a commercial bank may issue a business organisation with up to four international credit cards for use by the organisation's employees on business trips outside Zimbabwe, subject to the following conditions—

- (a) the authorised dealer, approves each business trip before any of the cards are utilised; and
- (b) such cards are used only for the payment of expenses incurred on business trips; and
- (c) the business organisation assumes responsibility for the proper utilisation of the cards by its employees.

(2) An authorised dealer that is a commercial bank may issue an individual with an international credit card, subject to the following conditions—

- (a) the individual does not hold another such card issued by the same or another authorised dealer:

Provided that an individual may hold a card issued in terms of subsection (1) as well as a card issued in terms of this subsection; and

- (b) the amount authorised to be drawn on the card does not at any time exceed the individual's annual holiday travel allowance and additionally, or alternatively, the current balance in his foreign currency account; and

- (c) the individual's passport is valid and endorsed with the amount to which he is entitled by way of holiday travel allowance at the time the card is issued; and

- (d) at the beginning of each calendar year while he holds the card, the individual's passport is endorsed with the amount to which he is entitled by way of holiday travel allowance.

(3) An authorised dealer shall require a person to whom an international credit card is issued in terms of subsection (1) or (2) to sign an undertaking to comply with the terms and conditions under which the card is issued.

(4) Authorised dealers shall complete separate composite Forms E for transactions relating to international credit cards issued to business organisations and individuals respectively.

(5) If the holder of an international credit card withdraws money on the card in excess of the authorised limit, the authorised dealer shall—

- (a) forthwith withdraw the card and take steps to have the holder declared a "hot card holder"; and

- (b) take all necessary steps to recover the amount overdrawn from the holder's foreign currency account or his future holiday travel allowance; and

- (c) in the case of a card issued in terms of subsection (1), establish the circumstances in which the holder was permitted to exceed the limit; and without delay report all the circumstances of the case to the Reserve Bank.

(6) Every authorised dealer that issues international credit cards shall report to the Reserve Bank each month the net amounts drawn on the cards.

Payments in Zimbabwe: section 10 of principal regulations not to apply to certain transactions

9. Paragraphs (a), (b) and (c) of subsection (1) of section 10 of the principal regulations, which prohibit the unauthorised making of payments and the placing of money to or for the credit of foreign residents, shall not apply where—

(a) the Zimbabwean resident who is the one party to the transaction is an individual and the foreign resident who is the other party to the transaction is related to him by blood or marriage; and

(b) the amount involved is less than the equivalent of five thousand United States dollars; and

(c) the transaction does not relate to any trade, business or other gainful occupation or activity carried on by the Zimbabwean resident or the foreign resident concerned;

(d) the transaction does not and is not likely to give rise to an enforceable obligation to pay any money outside Zimbabwe.

Payment by visitors for goods, services and other facilities provided by operators of registered tourist facilities

10. (1) In this section—

“defined operator” means any operator within the tourism industry who receives payment from a visitor on behalf of any operator of a registered tourist facility for goods or services provided by that operator, or for partaking in any activity organised by that operator, and includes but it is not limited to any tour operator, hotel and travel agency; “operator”, in relation to a registered tourist facility, means the person who conducts or operates the facility or who is responsible for its management;

“designated tourist facility”, “registered tourist facility” and “visitor” have the meaning given to those terms in section 2 of the Tourism Act [Chapter 14:20];

“Zimbabwe Tourism Authority” means the Zimbabwe Tourism Authority established under the Tourism Act [Chapter 14:20].

(2) Every operator of a registered tourist facility shall ensure that any visitor who pays for any goods or services provided by the operator or partakes in any activity organised for gain or reward by the operator pays for such goods, services or activity—

(a) in foreign currency; or

(b) in Zimbabwean currency, if the operator is satisfied from documentary evidence produced by or on behalf of the visitor that the Zimbabwean currency is the proceeds from a sale of foreign currency to an authorised dealer or foreign exchange bureau de change.

(3) Where payment for the goods or services provided or activity organised by the operator of a registered tourist facility is made through a defined operator, the operator of the registered tourist facility concerned shall ensure that payment is received—

(a) in foreign currency; or

(b) in Zimbabwean currency, if the operator is satisfied from documentary evidence produced by or on behalf of the visitor that the Zimbabwean currency is the proceeds from a sale of foreign currency to an authorised dealer or a foreign exchange bureau de change.

(4) Every operator of a registered tourist facility is designated as an exporter for exchange control purposes, and shall—

(a) when banking any foreign currency, complete a daily banking sheet in the form shown in the appendix to the Fourth Schedule; and

(b) no later than fourteen days after the end of the month concerned, complete a monthly foreign currency analysis in the form shown in the appendix to the Fourth Schedule; and

(c) no later than fourteen days after the end of the month concerned, complete in three copies a monthly return in Form TR1 set out in the Fourth Schedule as furnished by the Reserve Bank through authorised dealers of which—

- (i) one copy with the monthly foreign currency analysis (authenticated by an authorised dealer) appended thereto shall be submitted to the Reserve Bank; and
- (ii) one copy shall be submitted to the Zimbabwe Tourism Authority; and
- (iii) one copy shall be retained by the authorised dealer.

(5) An operator of a designated tourist facility which is not registered shall not receive payment in foreign currency from a visitor for any goods or services provided by the operator to such such visitor or for participation by such visitor in any activity organised for gain or reward by the operator.

[Section 10 substituted by SI 323A/2001 from 22 October, 2001.]

Purchase of securities by foreign residents.

11. (1) A listed security which is a share may be issued or transferred to a foreign resident or his nominee, subject to the following conditions—

- (a) the security shall be paid for out of funds transmitted to Zimbabwe through normal banking channels; and
- (b) the security shall not be issued or transferred without the permission of the Reserve Bank if its issue or transfer would result in foreign residents holding more than forty per centum of the total equity of the company issuing the security:

[Para (b) amended by Section 4 of SI 323A/2001 from 22 October, 2001.]

Provided that any of the company's equity that has been held by a foreign resident since before the 1st May, 1993, shall not be counted for the purposes of this paragraph.

(2) A bond or stock may be issued or transferred to a foreign resident or his nominee, subject to the following conditions—

- (a) the security shall be paid for out of funds transmitted to Zimbabwe through normal banking channels; and
- (b) in the case of a primary issue of bonds or stock, the security shall not be issued or transferred without the permission of the Reserve Bank if its issue or transfer would result in foreign residents holding more than forty per centum of the bonds or stock in the same issue.

[Para (b) amended by Section 4 of SI 323A/2001 from 22 October, 2001.]

(3) A person issuing a listed security to a foreign resident shall endorse the security—“Non-Resident”; and

“For sale in Zimbabwe only”, where the security, in addition to being listed on the Zimbabwe Stock Exchange, is listed or quoted on a stock exchange outside Zimbabwe.

Purchase of immovable property by foreign residents

12. Any application for the transfer of funds arising out of the purchase of immovable property by a foreign resident shall be submitted to the Reserve Bank through an authorised dealer.

Exports

13. (1) For the purposes of Section 20 of the principal regulations—

- (a) the maximum value of any precious or semi-precious stone or pearl, or article mounted or set with one or more such stones or pearls, that may be exported from Zimbabwe without the authority of an authorised dealer is five thousand dollars;

(b) the maximum amount of Zimbabwean currency that may be taken out of Zimbabwe on the person or in the baggage of a person who is leaving Zimbabwe, is fifty thousand dollars:

[Para (b) amended by SI 323A/01 with effect from 22 October, 2001, and increased by SI 291A of 2002 with effect from 14 November, 2002.]

Provided that the currency shall be counted as part of the person's business travel allowance or holiday travel allowance, as the case may be;

[Proviso to para (b) amended by SI 126/99 from the 16th April, 1999.]

(c) the maximum amount of foreign currency that may be taken out of Zimbabwe on the person or in the baggage of a person who is leaving Zimbabwe, is one thousand dollars or its equivalent at the current rate of exchange

[amended by SI 291A of 2002 with effect from 14 November, 2002.]

Provided that the currency shall be counted as part of the person's business travel allowance or holiday travel allowance, as the case may be.

[Proviso to para (c) amended by SI 126/99 from the 16th April, 1999.]

(2) The Commissioner General shall not authorise the export of goods from Zimbabwe in terms of section 21 of the principal regulations unless he is satisfied that payment for the goods has been made to a Zimbabwean resident through an authorised dealer or will be so made within three months from the date of export.

[Subsection (2) amended by SI 38/99 with effect from 19 February, 1999.]

(3) An authorised dealer may authorise the export of the things specified in the Third Schedule, subject to the terms and conditions specified in that Schedule.

(4) Section 21 of the principal regulations shall not apply to the export of goods below fifty thousand dollars in value.

[amended by SI 291A of 2002 with effect from 14 November, 2002.]

Possession of currency in departure or transit lounge

14. The amounts that a person who is about to leave Zimbabwe may possess, without authorisation in terms of section 22 of the principal regulations, in the departure or transit lounge of an airport or other port, are—

(a) up to fifty thousand dollars in Zimbabwean currency; and

(b) up to one thousand United States dollars, or its equivalent, in foreign currency notes or coins.

[Para (a) amended by SI 323A/01 from 22 October, 2001, and (a) and (b) increased by SI 291A of 2002 from 14 November, 2002.]

Imports

15. (1) The maximum amount of Zimbabwean currency that may be imported into Zimbabwe without authorisation in terms of section 23 of the principal regulations is fifty thousand dollars.

[amended by SI 323A/01 from 22 October, 2001, and increased by SI 291A of 2002 from 14 November, 2002.]

(2) For the purposes of section 24 of the principal regulations, if goods are not imported into Zimbabwe within three months, the importer is required to notify an exchange control authority.

Re-designation of returning residents

16. (1) Where an authorised dealer is satisfied, from documentary evidence including any residence permit issued by the Department of Immigration that a person who

emigrated from Zimbabwe has returned and is now a Zimbabwean resident, the authorised dealer may release any blocked funds standing to the person's credit and in all other respects treat him as a Zimbabwean resident.

(2) Where an authorised dealer has taken any action under subsection (1), it shall provide the Reserve Bank with full details in the returns it submits for the month concerned.

Release of funds held in blocked accounts and Government bonds

17. (1) A foreign resident that holds funds in a blocked account or in four per cent. Government external bonds may, if permitted to do so by the Reserve Bank, remit the funds outside Zimbabwe through an authorised dealer:

Provided that such permission shall be granted only if—

(a) in the case of a business organisation, the funds have been held in the blocked account or in the bonds, as the case may be, since before the 1st May, 1993;

(b) in the case of an individual, the funds so held amount to give thousand dollars or less;

(2) A person who wishes to remit funds in terms of subsection (1) shall apply to the Reserve Bank through an authorised dealer for permission to do so.

Foreign currency holdings by authorised dealers and foreign exchange bureaux de change.

17A. The Reserve Bank may from time to time, by written direction to the institution concerned, fix the maximum amount of foreign currency that may be held at any one time by—

(a) authorised dealers and additionally, or alternatively, foreign exchange bureaux de change generally; or

(b) any class of authorised dealers or foreign exchange bureaux de change; or

(c) any particular authorised dealer or foreign exchange bureau de change.

(1) In this section—

“existing corporate foreign currency account” means a foreign currency account which, before the date of commencement of this order, had been opened by a business organization that is a Zimbabwean resident.

(2) Subject to subsection (1), words and expressions used in this section shall bear the same meaning as they do in the principal order.

(3) Every authorised dealer with which an existing corporate foreign currency account is held shall take all such steps as the Reserve Bank may direct to convert the money in the account into Zimbabwe currency and sell or otherwise dispose of any resultant foreign currency.

(4) Any written direction or instruction issued to an authorized dealer by the Reserve Bank before the date of commencement of this order shall be deemed to be a direction referred to in subsection (3).

[Section 17A inserted by SI 267A/97 from 28 November, 1997.]

Procedure for appeals

18. (1) An appeal to the review authority in terms of subsection (1) of section 43 of the principal regulations shall be made in writing, and shall—

(a) set out the name of the exchange control authority whose decision is the subject of the appeal; and

(b) describe clearly the decision which is the subject of the appeal; and

(c) set out clearly the grounds on which the appeal is based;



and shall be delivered to the Reserve Bank with a copy delivered forthwith to the exchange control authority whose decision is the subject of the appeal.

(2) On receipt of an appeal in terms of subsection (1), the review authority, or a person authorised by the review authority—

(a) shall request the exchange control authority concerned to submit to the review authority, within such reasonable period as may be specified in the request, any written representations that the exchange control authority may wish to make in regard to the appeal; and

(b) may require the appellant to submit to the review authority such further information concerning the appeal as the review authority may require.

(3) An appeal to the Minister in terms of subsection (2) of section 43 of the principal regulations shall be made in writing and shall—

(a) describe precisely the decision which is the subject of the appeal; and

(b) set out clearly the grounds on which the appeal is based;

and shall be delivered to the head office of the Ministry of Finance with a copy delivered forthwith to the Reserve Bank.

(4) On receipt of an appeal in terms of subsection (3), the Minister, or a person authorised by the Minister—

(a) shall request the review authority to submit to the Minister, within such reasonable period as may be specified in the request, any written representations that the review authority may wish to make in regard to the appeal; and

(b) may require the appellant to submit to the Minister such further information concerning the appeal as the review authority may require.

(4) Appeals under section 43 of the principal regulations shall be determined on the papers and, unless the review authority or the Minister, as the case may be, so permits, an appellant shall not be entitled to deliver oral argument or make oral representations, either in person or through a legal practitioner, in his appeal.

Forms

19. The forms to be used for the purpose of the principal regulations and this order may be inspected, free of charge, at the business premises of any authorised dealer.

Supplementary directions

20. The Reserve Bank may supplement the provisions of this order with directions given to authorised dealers and foreign exchange bureaux de change in terms of section 35 of the principal regulations:

Provided that no such direction shall be inconsistent with the provisions of this order.

First Schedule (Sections 5 and 6)

## **SERVICE PAYMENTS**

### **PART I**

#### **PRELIMINARY**

1. All applications for remittances under this Schedule must be supported by adequate documentation.

2. All payments made under this Schedule must be met from the interbank market or from foreign currency accounts.

3. Any authorisation or permission granted by an authorised dealer pursuant to this Schedule is valid for three months only unless the authorised dealer, with the approval of the Reserve Bank, specifies otherwise.

4. When authorising a remittance pursuant to this schedule, an authorised dealer must ensure that the amount remitted does not include any amount required to be withheld as—

- (a) non-resident shareholders' tax in terms of the Ninth Schedule to the Income Tax Act [Chapter 23:06]; or
- (b) non-residents' tax on interest in terms of the Sixteenth Schedule to the Income Tax Act [Chapter 23:06]; or
- (c) non-residents' tax on fees in terms of the Seventeenth Schedule to the Income Tax Act [Chapter 23:06]; or
- (d) non-resident's tax on royalties in terms of the Twentieth Schedule to the [Income Tax Act [Chapter 23:06].

## **PART II CORPORATE REMITTANCES**

### Business travel allowances

1. (1) The equivalent of up to US\$500 a day may be issued as a business travel allowance, where—

- (a) the application is a business organisation; and
- (b) the journey concerned is to be undertaken solely in connection with the applicant's business.

(2) Before issuing an amount under this paragraph, an authorised dealer must—

- (a) be satisfied as to the purpose and justification of the journey; and
- (b) obtain from the applicant:—
  - (i) an itinerary accounting for each working day of the journey; and
  - (ii) a breakdown of the amount requested; and
  - (iii) where more than one person will be going on the journey, an assurance that the number of travellers is consistent with the nature of the journey; and
- (c) where the journey is being undertaken to attend a conference or seminar, obtain documentary evidence as to the nature of the conference or seminar, its duration and an indication of the benefits likely to accrue to the applicant from attending it.

(3) The amount issued under subparagraph (1) must be no more than is sufficient to meet the reasonable expenses of the traveller in the course of his journey.

[Subparas (4) and (5) repealed by Section 8 of SI 323A/01 with effect from 22 October, 2001.]

(4) A business travel allowance must be issued in travellers' cheques:

Provided that the authorised dealer may, with the leave of Reserve Bank, issue the equivalent of up to US \$500 in foreign currency notes and coins.

[inserted by S.I. 226 of 2002 w.e.f. 2 August, 2002..]

### Advance payments for imports

2. (1) The equivalent of up to US\$50 000 may be issued to an importer as advance payment for goods that are to be imported into Zimbabwe, if the applicant produces

documentary evidence confirming that the goods will not be manufactured, supplied or repaired, as the case may be, unless full or partial advance payment is made.

(2) When issuing foreign currency to an importer under this paragraph an authorised dealer must require the importer to produce documentary evidence, within 90 days after the currency was issued, showing that the goods concerned have been imported into Zimbabwe and, if such evidence is not produced, the authorised dealer must notify the Reserve Bank.

Management/technical/administration agreements

3. (1) The remittance of fees of up to 2 per centum of the applicant's annual turnover for the last financial year may be authorised, where—

- (a) the applicant is a business organisation; and
- (b) the fees are payable under a management, technical or administration agreement approved by the Reserve Bank; and
- (c) the amount of the applicant's turnover is proved by an auditor's certificate from a reputable firm of auditors.

(2) Remittances may be authorised under subparagraph (1) for five years after the agreement concerned has been approved by the Reserve Bank, after which applications for further remittances must be submitted to the Reserve Bank.

Royalty agreements

4. (1) The remittance of royalties of up to 5 per centum of the applicant's net sales may be authorised, where—

- (a) the applicant is a business organisation; and
- (b) the royalties are payable under an agreement approved by the Reserve Bank; and
- (c) the amount of the applicant's net sales is proved by an auditor's certificate from a reputable firm of auditors.

Directors' fees

5. (1) company may be authorised to remit amounts payable as fees to a non-resident director if the company furnishes the authorised dealer with a written statement of—

- (a) the services the non-resident director is rendering to the company; and
- (b) the fees paid to resident directors of the company; and
- (c) any local expenses, including airfares and salary, which the company is paying for the non-resident director.

(2) Before authorising a remittance under subparagraph (1), the authorised dealer must ensure that the amount of the fee is reasonable and does not exceed the fees paid to the company's resident directors.

Professional and technical services

6. (1) The remittance by a business organisation of the equivalent of up to US\$4500 000 a year may be authorised to cover all the following—

- (a) hire and repair charges; and
- (b) feasibility studies; and
- (c) consultants' fees; and
- (d) directors' fees; and
- (e) installation, erection and commission fees; and
- (f) legal fees; and
- (g) marketing and advertising fees and costs; and

- (h) training fees and costs; and
  - (i) patents, designs and trade marks.
- (2) Before authorising a remittance referred to in subparagraph (1), an authorised dealer must be satisfied from invoices or statements of account, that the amount concerned is payable.
- (3) Remittances referred to in subparagraph (1) may be effected only after the services concerned have been rendered, and not in advance.

#### Commission

7. (1) A business organisation may be authorised to remit an amount by way of commission, up to the following limits—
- (a) confirming commission up to 2.5 per centum of the CX.I.F. value of the goods concerned;
  - (b) buying commission, up to 5 per centum of the F.O.R. or F.O.B. value of the goods concerned;
  - (c) foreign travel agent's commission, up to 10 per centum of the value of the sale concerned;
  - (d) selling commission, up to 7.5 per centum of the F.O.B. value of the goods concerned.
- (2) Selling commission may be deducted at source.
- (3) Any commission not reflected in section 15C of the Form CD 1 shall not be regarded as payable for the purposes of this paragraph.

#### Reinsurance premiums

8. A business organisation may be authorised to remit a reinsurance premium of the equivalent of up to US\$1 000 000 if the application is supported by a letter from the Commissioner of Insurance stating the amount to be remitted and its nature.

#### Freight, insurance, clearing and forwarding charges, port dues and other such charges

9. A business organisation may be authorised to remit up to 30 per centum of the F.O.B. value of the goods concerned, where the amount is payable for freight, insurance, clearing and forwarding charges, port dues and other such externally-raised charges: Provided that, where the goods concerned are of exceptional mass in relation to their value, up to 80 per centum of the F.O.B. value of the goods may be authorised.

#### Air fares and local expenses

10. (1) A business organisation may be authorised to pay the air fare of one or more employees, directors, consultants and other business associates, who are resident outside Zimbabwe, if—
- (a) the payments are made through a local travel agent; and
  - (b) the flights are undertaken on Air Zimbabwe aircraft, where that is possible.

(2) A business organisation may, in addition, be authorised to pay the local expenses of a non-resident business associate referred to in subparagraph (1).

#### Navigation, landing, I.A.T.A. and ancillary charges

11. A business organisation carrying on an air service may be authorised to remit the equivalent of up to US\$100 000 per transaction to pay navigation and landing charges, charges raised by the International Air Transport Association and similar charges.

#### Subscriptions to magazines and newspapers

12. A business organisation may be authorised to remit up to the equivalent of US\$20 000 a year to pay for subscriptions to trade journals, magazines and newspapers. Sporting allowances, and visiting entertainers' fees

13. (1) The equivalent of up to US\$20 000 per tour or trip may be issued to pay the expenses of—

(a) a Zimbabwean sporting team that goes on tour outside Zimbabwe; or

(b) a band or group of Zimbabwean artistes or entertainers who go on tour outside Zimbabwe:

if the application is supported by a letter from the Sports and Recreation Commission or the National Arts Council of Zimbabwe, as the case may be, recommending the amount issued.

(2) The equivalent of up to US\$20 000 per concert or performance may be authorised as payment of the fees or other remuneration of a foreign artiste or entertainer touring or visiting Zimbabwe, if the application is supported by documentary evidence showing that the National Arts Council of Zimbabwe has authorised the tour or visit:

Provided that such amounts may be remitted only after the concerts or performances, not in advance.

Dividends

14. (1) A body corporate may be authorised to remit by way of dividends to foreign shareholders, including dividends due to former residents of Zimbabwe, up to 100 per centum of the body corporate's net after-tax profits.

(2) An application for the remittance of a dividend must be submitted to an authorised dealer within twelve months from the end of the financial year in respect of which the dividend is payable, and must be accompanied by—

(a) a certified copy of the resolution of the applicant's board of directors or governing body declaring the dividend; and

(b) audited financial statements, where the dividend is a final dividend, or a pro-forma profit and loss account, where the dividend is an interim dividend; and

(c) an auditor's cash-flow statement confirming that the applicant has sufficient financial resources of its own to pay the dividend; and

(d) an auditors' certificate confirming that the dividend emanates from bona fide trading profits for the year concerned and not from retained earnings or capital profits.

Examination fees

15. (1) A Zimbabwean university, college, school or other educational institution may be authorised to remit examination fees payable by or in respect of its students to a foreign examination board or authority.

(2) An application for authority under subparagraph (1) must be accompanied by—

(a) a list showing the names of the students concerned; and

(b) documentary evidence from the examination board or authority concerned showing the amounts payable.

### **PART III INDIVIDUAL REMITTANCES**

#### Holiday travel allowances

1. (1) The equivalent of up to US\$5 000 in any calendar year for any one individual may be issued as a holiday travel allowance.
- (2) Where an immigrant has been resident in Zimbabwe for less than a year, the amount issuable under subparagraph (1) must be reduced proportionately.
- (3) The applicant's passport must be endorsed with each amount issued under subparagraph (1), and no amount may be issued against an emergency travel document.
- (4) A holiday travel allowance must be issued in travellers' cheques:  
Provided that the authorised dealer may, with the leave of Reserve Bank, issue the equivalent of up to US \$500 in foreign currency notes and coins.  
[subpara 4 repealed by SI 323A/01 from 22 October, 2001, and reinserted by S.I. 226 of 2002 w.e.f 2 August, 2002.]
- (5) The holder of a foreign currency account may be issued with the amount referred to in subparagraph (1) even if he uses additional funds from his account for the purposes of travel.
- (6) Holiday and travel allowances issuable under this paragraph may not be accumulated from one calendar year to the next nor may they be availed of in advance – that is to say, an individual may not be issued with an allowance for the following calendar year in respect of a journey that will be undertaken wholly in the current year.

#### Medical allowances

2. (1) The equivalent of up to US\$20 000 may be issued to an individual to meet the medical expenses and, subject to subparagraph (2), all related expenses incurred by him and one necessary companion in obtaining medical treatment outside Zimbabwe.
- (2) In addition to the amount issuable under subparagraph (1), the equivalent of US\$250 per day per person may be issued to meet the travelling expenses of the individuals referred to in that subparagraph.
- (3) No amount may be issued under subparagraph (1) unless the applicant produces a letter of referral from a medical specialist in Zimbabwe.
- (4) Where the applicant is a member of a medical aid society, a letter of guarantee from the society must be furnished to the authorised dealer, and any payment under the letter of guarantee must be deducted from the amount issued under subparagraph (1).
- (5) A medical aid society may be authorised to remit the equivalent of up to US\$20 000 a month to meet medical expenses incurred outside Zimbabwe by members who are former residents of Zimbabwe and whose contributions to the society are paid from remittable income or from external sources.

#### Education

3. (1) The equivalent of up to US\$50 000 a year may be issued in respect of any one student to meet all the expenses directly related to his course of study, whether full-time or undertaken by correspondence, at a university, polytechnic or technical college outside Zimbabwe.
- (2) The expenses referred to in subparagraph (1) include the student's living expenses and pocket-money outside Zimbabwe:

Provided that the amount allowable in respect of pocket-money must not exceed one-third of a term's tuition fees.

(3) An application for the issue of money under subparagraph (1) must be supported by documentary evidence from the university, polytechnic or technical college concerned showing—

- (a) that the student is enrolled for the course of study concerned; and
- (b) the fees and costs of the course of study.

(4) Amounts may be issued under this paragraph for tertiary education only, and no amount may be issued for primary or secondary schooling outside Zimbabwe.

Expatriates

4. (1) An individual may be authorised to remit up to one-third of his gross monthly salary, allowances and bonus where—

(a) he is ordinarily resident in a foreign country but is working in Zimbabwe; and

(b) the Reserve Bank has approved his application to remit part of his remuneration outside Zimbabwe.

(2) Before authorising the remission of any amount under subparagraph (1), the authorised dealer must be satisfied, from documentary evidence, as to the amount of the applicant's salary, allowances and bonus.

(3) Remittances may be authorised under subparagraph (1) for five years after the Reserve Bank initially approved the individual's application, after which period applications for further remittances must be submitted to the Reserve Bank.

Alimony and child maintenance

5. (1) An individual may be authorised to remit up to the equivalent of US\$2 000 a year in respect of alimony and child maintenance, where such payments are made in accordance with an order of a court.

(2) An application for authorisation under subparagraph (1) shall be supported by—

(a) a copy of the court order including, where applicable, any consent paper, under which the payment is required to be made; and

(b) in the case of maintenance payable in respect of a child, the child's birth certificate.

(3) No remittance may be authorised under subparagraph (2) that exceeds the amount the applicant is required to pay under the court order concerned.

(4) No remittance may be authorised under subparagraph (1) in respect of a child who is 18 years of age or older.

Repairs, legal fees and subscriptions

6. An individual may be authorised to remit up to the equivalent of US\$5 000 a year in respect of—

(a) repairs to property owned by him; and

(b) legal fees; and

(c) subscriptions to magazines, journals, newspapers and book clubs

Payment for tours

7. An individual may be authorised to remit payment for an all-inclusive or package tour to be undertaken outside Zimbabwe, if—

(a) payment is made directly to the travel agent or tour operator organising the tour; and

(b) the authorised dealer is satisfied, from an inspection of a brochure or advertisement relating to the tour and any other relevant document, as to the cost of the tour.

#### Air Fares

8. An individual may be authorised to pay the air fare of one or more close relatives, such as his parents, who are resident outside Zimbabwe, if—

- (a) the tickets are purchased and payments are made through a local travel agent; and
- (b) the flights are undertaken on Air Zimbabwe aircraft, where that is possible.

#### Increase in pension remittances

9. An individual may be authorised to remit increased pension payments if—

- (a) the remittance of the original amounts was authorised by the Reserve Bank; and
- (b) the authorised dealer is satisfied, from documentary evidence that the increase has been approved by the Registrar of Pension and Provident Funds.

#### Anniversary allowances

10. Where the Reserve Bank has approved the retention of an individual's blocked funds for future release in the form of anniversary allowances, the individual may be authorised to remit the equivalent of up to US\$3 000 on or after each anniversary of his departure from Zimbabwe.

#### Blocked funds

11. (1) The release of money from an individual's blocked funds may be authorised for making any of the following payments—

- (a) the payment of taxes in Zimbabwe, including the purchase of tax reserve certificates;
- (b) donations of up to \$10 000 to Zimbabwean residents;
- (c) the payment of membership subscriptions and dues to local organisations;
- (d) the payment of air fares for travel, by the individual and his close relatives, on Air Zimbabwe aircraft;
- (e) subject to subparagraph (2), the reasonable expenses of any tour or holiday taken within Zimbabwe.

(2) When authorising the release of money for the purpose referred to in subparagraph (e) of subparagraph (1), an authorised dealer must, if requested to do so by the applicant, provide the applicant with a letter to any hotel in Zimbabwe confirming that he has been authorised to pay for his accommodation in Zimbabwean currency.

#### Deceased estates

12. (1) On application by the executor or the beneficiary concerned, the remittance of the following amounts may be authorised, where the amounts represent a legacy or inheritance and the beneficiary is a foreign resident—

- (a) up to \$1 000, where the beneficiary is a surviving spouse of the deceased;
- (b) up to \$600, in any other case.

(2) Any part of a legacy or inheritance in excess of the amounts referred to in subparagraph (1) must be invested in 4 per cent. External bonds.



(3) Before authorising the remittance of any amount under this paragraph the authorised dealer must be satisfied, from certified copies of the will and final liquidation and distribution account, that the legacy or inheritance is due and payable.

#### Gifts in kind

13. (1) An individual who is a Zimbabwean resident may be authorised to export a gift, other than a monetary gift, up the value of—

- (a) \$5 000, without completing Form CD1;
- (b) \$10 000, on completing Form CD1.

(2) Any application to export of gift worth more than \$10 000 must be referred to the Reserve Bank.

#### State Lottery prizes

14. (1) An individual may be authorised to remit the amount of any prize on the Zimbabwe State Lottery, other than the first prize, if the authorised dealer is satisfied that—

- (a) the person in whose name the ticket was issued is a foreign resident; and
- (b) the ticket was paid for in foreign currency.

(2) Any application to remit the first prize must be referred to the Reserve Bank.

#### Miscellaneous

15. An individual may be authorised to remit up to the equivalent of US\$1 000 a year in respect of any payment that is not specifically covered under this Part, if he produces documentary proof of the amount and purpose of the payment.

#### Second Schedule (Section 7)

### **DENOMINATED CURRENCIES**

- |                         |                            |
|-------------------------|----------------------------|
| 1. Austrian schillings  | 9. Japanese yen.           |
| 2. Belgian francs       | 10. Netherlands guilder.   |
| 3. British pounds       | 11. Norwegian kroner.      |
| 4. Canadian dollars.    | 12. Portuguese escudos.    |
| 5. Danish kroner.       | 13. Spanish pesetas.       |
| 6. French francs.       | 14. Swedish kronor.        |
| 7. German deutschmarks. | 15. Swiss francs.          |
| 8. Italian lire.        | 16. United States dollars. |

#### Third Schedule (Section 13)

### **EXPORTS THAT MAY BE APPROVED BY AUTHORISED DEALERS**

#### Notes:

1. The export of goods below \$50 000 in value does not require approval under the principal regulations.

[Para 1. amended by SI 291A of 2002 from 14 Nov ember, 2002.]

2. Approval granted under this Schedule does not exempt the exporter from the need to obtain approval or authority required under any other enactment.

#### Part I

## TEMPORARY EXPORTS

1. Goods exported for repair and return or replacement.
2. Goods exported for testing, specialist examination or for the purposes of an exhibition or trade fair.
3. Machinery and equipment, including transport vehicles, exported for the purpose of hire or the performance of a contract.
4. Household effects being exported by a person leaving Zimbabwe for the purposes of education, sabbatical leave or the performance of a contract.
5. Animals exported for the purpose of exhibition at or competition in a show.
6. Empty containers owned by a Zimbabwean resident.
7. Trade samples, up to a value of \$10 000.

## Part II

## OTHER EXPORTS

1. Handicrafts such as sculptures, crochet work and woven items, where the application to export them is supported by—
  - (a) an export order; and
  - (b) an invoice; and
  - (c) a duly completed Form CD1.
2. Wild life, where the application to export the wild life is supported by—
  - (a) an export order; and
  - (b) an invoice; and
  - (c) any form required under the Control of Goods (Import and Export) (Wild Life) Regulations, 1982 (Statutory Instrument 557 of 1982); and
  - (d) a safari operator's register, in the case of a trophy; and
  - (e) a veterinary certificate, where appropriate; and
  - (f) a duly completed Form CD 1.
3. Wild life products, where the application to export them is supported by—
  - (a) an export order; and
  - (b) an invoice; and
  - (c) any form required under the Control of Goods (Import and Export) (Wild Life) Regulations, 1982 (Statutory Instrument 557 of 1982); and
  - (d) a duly completed Form CD1.
4. Pedigree livestock, other than horses, where the application to export the livestock is supported by—
  - (a) an export order; and
  - (b) an invoice; and
  - (c) a list of the animals concerned, specifying their breed and registered number; and
  - (d) a duly completed Form CD 1 showing the value of each animal and supported by a valuation certificate from a reputable valuer of livestock; and
  - (e) written approval of the export from the Ministry of Agriculture; and
  - (f) a veterinary certificate.
5. Horses, where the application to export them is supported by—

- (a) a valuation of each horse by a veterinary surgeon; and
  - (b) a statement of—
    - (i) the reason for the export; and
    - (ii) the final destination of the horses, if they are to be sold; and
    - (iii) the latest date of the horses' return, if their export is temporary; and
    - (iv) the date the exporter acquired the horses; and
    - (v) the age, the dam and the sire of each horse; and
  - (c) a brief indication of the training, if any, undergone by the horses; and
  - (d) a letter of support from the Horse Import/Export Advisory Committee; and
  - (e) a duly completed Form CD 1.
6. Agricultural products and by-products, where the application to export them is supported by—
- (a) an export order; and
  - (b) an invoice; and
  - (c) any permit required under the Control of Goods (Import and Export) (Agriculture) Regulations 1965 (R.G.N. 656 of 1965); and
  - (d) where appropriate, a phytosanitary certificate from the Ministry of Agriculture; and
  - (e) where appropriate, a fumigation certification confirming that the products or by-products were fumigated prior to loading or dispatch; and
  - (f) a duly completed Form CD 1.
- Fourth Schedule (Section 10(4))

**Form TR 1 MONTHLY FOREIGN CURRENCY RETURN  
FOR TOURISM SECTOR**

Issued in terms of the Exchange Control Act [Chapter 22:05]  
and the Tourism Act [Chapter 14:20]

ZTA Registration No.:                      Serial Number  
This number must not be  
obliterated or altered

- (1) Name and full address of operator:                      Month/Year:
- Tourism Industry Category
  - Accommodation, Food and Beverage
  - Tourism Marketing and Distribution
  - Tourism Activities
  - Tourism Transportation

**(2) RECONCILIATION OF FOREIGN CURRENCY RECEIPTS BANKED**

(Value to be stated in Zimbabwe dollars).

Total receipts	(i)	
Less: Local receipts	(ii)	
Total foreign currency receipts from defined operators	(iii)	
Less: Foreign currency receipts to defined operators	(iv)	
Total foreign currency receipts banked	(v)	A
Net foreign content percentage (Total foreign receipts/ Total receipts	* 100)	%

**(3) BREAKDOWN OF FOREIGN CURRENCY RECEIPTS BANKED FOR THE MONTH**

(Value to be stated in Zimbabwe dollars).

US\$ Conversion  
Rate ZW\$  
Foreign currency (direct cash receipts deposited)  
Foreign credit card receipts  
% Retained by Authorised Dealers  
% Deposited into Tourism Operator FCA  
Receipts from defined operators  
Total foreign currency receipts banked

**(4) CERTIFICATION OF FOREIGN CURRENCY RECEIPTS BY AUTHORISED DEALERS**

We certify that we are satisfied that the figures reflected in 3 above represent the foreign currency deposited for the month

Certification of foreign  
currency banked for the month  
Bank Stamp  
Form completed by :  
Name of person Print  
Designation Full name

Signature                      Signature  
Date                      Date

**APPENDIX  
BANKING SHEET**

Company:                      Date:  
Bank:                      Branch:

	Foreign	Conversion Rate
Amount	ZW\$	ZW\$ Equivalent
US\$		
Euro		
AusS\$		
DM		
ZAR		
BB£		
Yen		
Pula		
Total ZW\$ equivalent		
US\$ conversion rate		
Total US\$ equivalent		

Completed by Signature

**MONTHLY FOREIGN CURRENCY ANALYSIS**

Day	Daily Banking		
ZW\$			
Receipts	Direct Receipts		
From Clients			
Foreign			
Currency			
Receipts (US\$)	Credit		
Cards			
ZW\$			
Receipts	Credit Cards Operators	From Defined	
Equivalent	US\$	US\$	

Equivalent ZW\$  
Proceeds ZW\$  
Proceeds

To Bank To Operator

1  
2  
3  
4 etc.  
Total

**BANK STAMP  
FOR THE MONTH OF**

Certification of foreign currency banked for the month  
Company: Zta Reg. No.: Full name:  
Name: Designation: Signature:  
Signature: Date: Date: