

MINISTRY OF COMMERCE, PLANNING & INFRASTRUCTURE (CPI)

IMPORTATION OF HEAVY EQUIPMENT POLICY and PROCEDURES

1. Applicant (proposed importer) must first submit a completed application form for consideration by the ***Ministry*** to the Department of Vehicle and Driver's Licensing (DVDL) requesting approval to import heavy equipment. One application form is required for each piece of heavy equipment. Please make an appointment with DVDL prior to purchasing or shipping equipment.
2. *Details requested in application form include but are not limited to:*
 - a. **Current copy of Certificate of Good Standing (CGS) or Trade & Business Licence (TBL). If the CGS or TBL is expired, a copy of the current renewal receipt.**
 - b. **Type of company as well as the nationality and residential status of the applicant.**
 - c. **Company has adequate storage in a suitable location for heavy equipment i.e. industrial areas etc.**
 - d. **Specifications on heavy equipment being imported i.e. Vehicle Identification Numbers (VIN).**
 - e. **Purpose of heavy equipment being imported.**
3. Each application form must be submitted to the DVDL along with a non-refundable CI\$100.00 processing fee per application (local cheque, cash, debit card, credit card and local draft accepted).
4. Each application form and receipt showing payment, once received by Ministry from DVDL will be processed within 2 - 5 business days of the Ministry receiving them.
5. Once received from the DVDL and processed, the Ministry will then prepare an approval/refusal letter.
6. The Ministry will forward the letter to DVDL who will notify the applicant.
7. Approval letters are valid for six months only and upon expiry may be extended for a further six months after a written request is submitted to the Ministry.
8. Applicants must ensure any heavy equipment being imported meets all vehicle inspection requirements as stated in the Traffic Regulations, 2012.
9. Applicants must ensure the approval letter is presented to the Customs Department upon arrival of the equipment to the Cayman Islands.
10. Once cleared from the Customs Department, applicants must **immediately** ensure the vehicle is duly registered in accordance with the Traffic Regulations, 2012 at the DVDL. Failure to do so is an offence under section 6 subsection 1 of the Traffic Law, 2011.
11. DVDL will follow up to ensure that the registration process is completed.