

The following information relates to the container shipping of our car from Colon in Panama to Cartagena in Colombia using the services of Boris Jaramillo at Ever Logistics (email: manager@everlogistics.net). We went through this process in October 2011 and hope that this information can be of some help in outlining and clarifying the various stages involved.

The global positions (appearing as Nxx.xxxxxx, Wxx.xxxxxx) have been obtained using Google Maps and although we have done our best to ensure the accuracy of this information, they should be used as a guide only. The same applies to all other information herein.

Bill of Lading

The Bill of Lading is a shipping document that contains all the details of the shipment (details of the vehicle and owner, the port of loading, port of discharge etc.) and you will need to have this before anything else. When we had agreed a date for shipment with Boris we needed to supply the following information:

- **Vehicle VIN Number**
- **Make**
- **Model**
- **Colour**
- **Year of Manufacture**
- **Full Name of Vehicle Owner**
- **Passport Number**

We then received our Bill of Lading via email and printed a colour copy to use as the original. We were then able to take the car for the police checks in Panama City.

Police Vehicle Checks

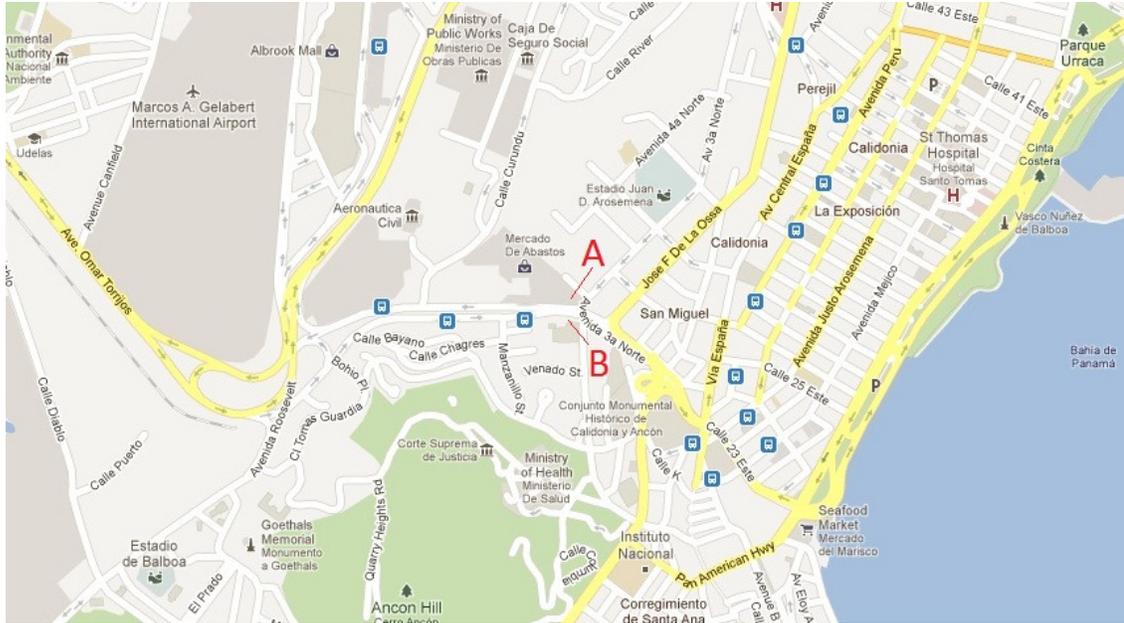
For the entire shipping process we found the police checks to be the most confusing - mainly due to the lack of information available, hence the inclusion here of some maps.

For the inspection we had to go to the parking lot located at N8.966402, W79.54484 (letter A on the map below). Due to one way restrictions (see map) you cannot reach this car park directly from the highway, so you will need to turn off and drive round the block to access it (via *Avenida 3a Norte*). It can get very busy with traffic here and it isn't the most picturesque part of town - so be prepared!

Inspections run Monday to Friday and start at 10am but it's a good idea to get there a little earlier to make sure you are first in line. We had to show the **originals and 3 copies** of the following:

- **Passport**
- **Car Registration Document (with VIN No. etc.)**
- **Bill of Lading**

There is a shop adjacent to the parking lot where we were able to make copies but it will make things easier to do this beforehand. Once the inspectors had checked our vehicle they retained one copy of our documents and we were asked to return to the main office (known as DIJ) at 2pm. The inspection took about 30 minutes to complete.



A. For car inspections, B. DIJ Office for paperwork (Taken from Google Maps 2011)



A. For car inspections, B. DIJ Office for paperwork (Taken from Google Maps 2011)

The DIJ office (N8.965666, W79.545017, marked B on the above maps) is directly across the highway from where the inspections take place and there is a car park and ample parking available in surrounding streets.

I had to submit my driver's license to the security guard in the small booth outside to be issued with Visitors Pass's and make sure you inform them that you are there to see the *Secretaria de General* (General Secretary). **It is imperative that you are wearing proper shoes (not flip-flops/sandals) and trousers, and ladies need to cover their shoulders.** Inside the building we had to show our passports and sign in with the receptionist (again you should make it clear you are there to see the *Secretaria de General*).

When we were called to the office of the *Secretaria de General* we had to hand over another copy of our documents and wait for them to complete the necessary paperwork before they issued a police certificate for shipping. It may also be advisable here to have the police stamp the original copy of your Bill of Lading and a copy of your car registration documents.

Check all the paperwork (VIN number, name, etc.) before signing as it is very important that all your vehicle details are correct. We were not charged for this service and the process took around 1 hour.

The certificate we received was only valid for 8 days from the day of issue and we were told that our vehicle should be in port before it expired or we would have to return for an extension.

Taking the Car to Port in Colon

It is important to have the **original set and 5 copies of the following documents (organised in this order):**

- **Bill of lading**
- **Insurance certificate (as received when entering Panama)**
- **Car registration documents**
- **Police certificate**
- **Customs declaration (as received when entering Panama)**

We were kindly met by Boris at a laybay located near to the supermarket 'Super 99' (N9.341358, W79.871716) on the main road in to Colon and from here we followed him to his office in the Zona Libra.

It was then a very efficient process of going to the customs office to receive clearance for shipment (more paperwork) and after this we waited at a café while our guide carried out more official duties. Finally we had our vehicle checked, inspected and photographed (for which we were present) before leaving it in port ready for loading in to a container. We did not see the car being loaded in to the container and although the port is secure, I would not advise leaving valuable items inside the car for shipping.

Boris had a guide take us through the whole process which took no longer than 3 hours and afterwards he booked us a taxi, for which we paid \$35 to return to Portobello where we were staying.

Payment for shipping needed to be made in cash and although there are banks near to the Zona Libra, it is quicker if you withdraw the money before meeting Boris.

Collecting the Car from Port in Cartagena

You will need to wear suitable trousers and shoes when entering port and it is a good idea to appear reasonably smart as you need to go to various customs and shipping offices during this stage.

The address we were given for the shipping agent in Cartagena was:

A.M.I
Manga Cra, 29 No. 28-50
CARTAGENA
Tel.: +57 5 660 78 10 / 660 81 36 / 660 78 70

N10.408627, W75.531443 - but check that you are using the same agent as you may need to go to a different address.

We arrived at 11am and had to pay the agents fees in order to have our vehicle 'released'. We paid \$52USD and were issued a receipt for payment and a release form for our vehicle (**this is very important so keep it safe!**).

From here we had to walk around the corner to the customs office 'DIAN' – *Direccion de Impuestos y Aduanas Nacional* (N10.409936, W75.533372) to be assigned a customs inspector for our vehicle. We had to provide a photocopy of the Colombian immigration stamp from our passports and of our vehicle release form (there is a shop to copy these outside the main gate of the customs office). Once we had been assigned an inspector we were given his name and told to meet him at port at 2pm.

From here we had to go to the *Sociedad Portuaria* (N10.406488, W75.528519). Here they took more copies of our paperwork and we completed more forms. We were then given a reference number for our car which was needed for later stages.

We then went to *Solicitan – Movitizacion* which was basically the Contecar Port (N10.376926, W75.50616) at 2pm as instructed (costing about \$7USD in a taxi). There are a few different ports in Cartagena and so you will need to check which port your car is arriving at. Here we needed to fill in/sign some more forms and pay the port handling fees (\$61USD for our car). Apparently you are allowed 3 days of free car storage in the port after which there is a daily charge.

Although we waited to meet with the customs inspector, the car inspection was completed within an hour without us even leaving the office or ever seeing our car. At this point I think we should have been given a signed copy of the inspection report but for some reason our form was taken back to the DIAN customs office by the inspector and so we had to return here via taxi to collect it.

From here we went back to *Sociedad Portuaria* where we were given the final release form for our car that would enable us to collect it from port. There is also the option at this stage to pay the port handling fees if you haven't already done this at Contecar.

Finally we returned back to Contecar Port (another taxi) for the final stage in collecting our car. This involved entering the port, checking the vehicle for any damage/missing items etc. (it had already been removed from its container) and then signing it off with a port assistant, to include a fingerprint on each copy of the paperwork.

Only one person is allowed inside the port to collect the vehicle and we drove out of port at around 5.30pm. The whole process took about 6½ hours to complete and although it was a little longwinded, we found the Colombian officials to be extremely helpful and friendly to us at all times.