



Malawi Investment and Trade centre

One Stop Service Centre

APPLICATION FOR INVESTMENT CERTIFICATE

An application fee of **US \$200** must accompany this application. Upon approval licence fee of **US \$ 800** will be payable.

SECTION A: COMPANY DETAILS

- 1. **Company Name**
- 2. **Postal Address**
- 3. **Physical Address**
- 4. **Tel/Cell Number**
- 5. **Fax Number**.....
- 6. **Email Address**.....
- 7. **Contact Person**.....

SECTION B: PARTICULARS OF THE PROJECT SHAREHOLDERS

1. **Please List Shareholder Information in table below**.....

No.	Shareholder Name	Nationality	Percentage Shareholding
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

7. Project Investment Costs in US\$ - Estimated

<i>(for expansion projects indicate additional investments only)</i>	Amount (US\$)
Land and Land Development	
Plant and Machinery	
Motor Vehicles	
Furniture and Fittings	
Working Capital	
Others (Specify)	
Total (US\$)	

8. Project Financing Plan

	Amount (US\$) Foreign	Amount (US\$) Local	Total (US\$)
Equity			
Loan			
Profit/Retained Earnings			
Others (Specify)			
Total (US\$)			

9. Project Implementation Schedule

Implementation Stages (in weeks)	Estimated Period
Land or Site acquired	
Land/Site Preparation Completed	
Recruitment of labour initiated	
Building Construction /Rehabilitation/Maintenance of Site Started	
Building Construction /Rehabilitation/Maintenance of Site Completed	
Machinery / Operational Equipment Installation Started	
Machinery / Operational Equipment Installation Completed	
Trial Production Started (not applicable to services)	
Commercial Production/Operations started or service commenced	

10. Project Requirements (Please tick (√) in the boxes where appropriate)

Business Residence permit	
Employment permit	
Tax Incentives	
Industrial plots (Land)	
Utilities (power, telephone, water)	
Communications License	
Financial Services License	
Mining License	
Tourism License	
Energy License	
Forestry License	
Others (Specify)	

SECTION D: SUBMISSION

1. Project Application Enclosures (please indicate the enclosures).....

- Business Plan
- Certificate of Incorporation in Malawi
- Memorandum and Articles of Association
- Scanned/Photocopied Passport Personal Information pages of Shareholders

2. Declaration

I/we hereby declare that the particulars given in this application are true to the best of my/our knowledge and all financial estimates have been made in good faith. Any false information may render this application ineligible for investment approvals/investment incentives

Dated thisday of20.....

Signature.....

Name.....

(BLOCK LETTERS)

Designation:

3. To be Submitted to:

The Chief Executive Officer, Malawi Investment and Trade Centre, Private Bag 302, Lilongwe 3, Malawi.
 Tel: +265 770 800 / +265 771 315; Fax: +265 771 781
 Email: mitc@mitc.mw / ossc@mitc.mw
 Website: www.mitc.mw

4. For Official Use only

		Name of officer/signature
Date Application is Received		
Date Application fee is Paid		
Date Application is Pre-screened		
Date Approved by Investment Approval Committee		
Date Issuance fee is Paid		
Approved/not approved		(Circle as appropriate)

Investment Licence Number									
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