



TANZANIA INVESTMENT CENTRE

INVESTORS' SERVICE PROVIDERS APPLICATION FORM FOR NEW AND RENEWAL OF REGISTRATION

Note: Please read the notes at the end of this form before filling. Complete filled applications forms should be returned to: -

Executive Director,
Tanzania Investment Centre,
P.O. Box 938,
DAR ES SALAAM.

APPLICATION	
I.....	
<i>(Full Name)</i>	
Hereby apply for registration as Investors' Service Provider as per your invitation notice	
PERSONAL OR FIRM PARTICULARS: CONTACT ADDRESSES	
P.O. Box No:.....	
Telephone No:.....Mobile:.....	
E-mail.....	
Physical Address:	Plot No.....Block..... Location /Street..... DistrictRegion
Nationality:.....	
TIN No.....TIC Investors' Service Provider Registration No. (in case of renewal)	
List of firm's staff trained by TIC (in case of renewal): (i) (ii)..... (iii) (In case of additional staff please append an addendum)	
List of firm's staff trained by TIC (in case of renewal): (iv) (v)..... (vi) (In case of additional staff please append an addendum)	

ACADEMIC QUALIFICATIONS FOR THE FIRM EMPLOYEE(S)

S/N	Employee's Name	Name of Schools, Universities or other Institutions	Years (From... To...)	Name of Examining Body	Degree, Diploma, Certificate	Class/Division Attained
1.						
2.						
3.						

(In case of additional employees please append an addendum)

PROFESSIONAL QUALIFICATIONS

S/N	Employee's Name	Name of Examining Body	Registration No.	Section, Stages, Parts Passed	Date Passed	Remarks
1.						
2.						
3.						

(In case of additional employees please append an addendum)

PRACTICAL TRAINING AND EXPERIENCE BEFORE QUALIFYING

S/N	Employee's Name	Name and Address of Organization	Years (From... To..)	Position Held	Nature of Training and Experience
1.					
2.					
3.					

(In case of additional employees please append an addendum)

DECLARATION

I hereby declare that the foregoing statements are true and correct in every respect.

Applicant's Signature.....Date.....

NOTES:

1.	A non-refundable application fee of \$100.
2.	The application should be addressed to TIC Executive Director (they can be dropped at TIC Zonal Offices in Dar es Salaam, Dodoma, Mbeya, Moshi and Mwanza).
3.	Upon successful application, the applicant will have to pay Tanzanian Shillings equivalent to USD 2,000 for the first year and an annual registration renewal fee of Tanzanian Shillings equivalent to US\$ 1,000 thereafter.
4.	The first-time registration will include initial training, materials, food/refreshments to be provided, coaching sessions, familiarization with TIC processes & systems, etc.
5.	<p>Please attach: -</p> <ul style="list-style-type: none"> i) Covering letter from an individual of firm intending to be registered as ISPs. All applications shall be addressed to; Executive Director, Tanzania Investment Centre, P. O. Box 938, DAR ES SALAAM. ii) A copy of the Certificate of registration by BRELA; iii) A Copy of Valid Business License; iv) A Copy of Certificate for Tax Identification Number (TIN); v) Evidence of business premises including physical addresses (subject to physical verification); vi) Two recent passport size photographs of directors; vii) List of professional employees with a copy of their detailed Curriculum Vitae (CV), copies of educational and professional certificates, registration from the Professional Boards (if applicable) and National IDs; viii) Three (3) referees consisting of most recent consulting businesses;
6.	If the applicant is an employee a letter of an employer should be attached indicating that has no objection for his employee to be engaged in Consultancy.
	FOR OFFICIAL USE ONLY
	Date Received:.....
	Investors' Service Providers Committee's observations and recommendations
	Date Notification sent:.....
	Registration No:.....
	DIF Signature:.....Date:.....
	Date Certificate Dispatched:.....
	Date Certificate Acknowledged:.....
	Secretary's Signature:.....Date:.....