



**APPLICATION FOR PAYMENT OF ANNUAL FEE  
(INDUSTRIAL DEVELOPMENT ACT, 2006)**

The Secretary  
Licensing Committee/Industrial Licensing Authority  
P/Bag....., Gaborone  
Botswana

Application is hereby made for Industrial License:

**1. PARTICULARS OF APPLICANT(S)**

Name of Applicant/Company.....  
(In block letters)

Trading Name (if other than company' name).....

Company Registration No..... Date:.....

Industrial Licence No.....

**(a) Ownership:**

Particulars of Shareholders:

Names	Nationality	Omang/Passport No.	No. of Shares
1.....	.....	.....	.....
2.....	.....	.....	.....
3.....	.....	.....	.....
4.....	.....	.....	.....

**(b) Management:**

Particulars of Directors:

Names	Nationality	Omang/Passport No.	Designation
1.....	.....	.....	.....
2.....	.....	.....	.....
3.....	.....	.....	.....
4.....	.....	.....	.....

**2. LOCATION OF MANUFACTURING ESTABLISHMENT:**

Plot No..... Town/Village.....  
Ward Name.....

**3. COMMUNICATION ADDRESS:**

Postal Address.....  
Telephone No..... Fax..... E-mail.....  
Mobile No.....

**4. PRODUCTS TO BE MANUFACTURED: (PLEASE GIVE DETAILS)**

1..... 2.....  
3..... 4.....  
5..... 6.....  
7..... 8.....  
9..... 10.....  
11..... 12.....

**5. ACTUAL EMPLOYMENT:**

(a) Cadre	Citizens	F	M	Non-Citizens	F	M	Total
Managers/Supervisors	.....	.....	.....	.....	.....	.....	.....
Skilled Staff	.....	.....	.....	.....	.....	.....	.....
Unskilled Workers	.....	.....	.....	.....	.....	.....	.....
Others	.....	.....	.....	.....	.....	.....	.....
Total	.....	.....	.....	.....	.....	.....	.....

**6. MARKETING:**

(a) Local Buyers/Traders' Names with Addresses:

.....  
 .....  
 .....

(b) Buyers in other Countries with Addresses:

.....  
 .....  
 .....  
 .....

**7. ACTUAL SALES**

PRODUCTS	UNIT	QUANTITY				VALUE		
		Local	Export	Destination (Country)	Total	Local	Export	Total
.....	.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....	.....	.....

**8. INVESTMENT:**

**a) Fixed Assets:**

DETAILS	UNIT	QUANTITY	VALUE
Land Hectares	Hectares	.....	.....
Building (industrial) Sq. Metres	Sq. Metres	.....	.....
Plant/Machinery Number	Number	.....	.....
Vehicles Number	Number	.....	.....
Others	.....	.....	.....

**b) Working Capital**

DETAILS	VALUE
Stocks of Raw Material	.....
Cash and other Liquid Assets	.....
Gross Working Capital: (i)	.....
Amount Owing to Creditors (ii)	.....
Net working capital (deduct (ii) from (i))	.....
Net Assets (for a + b)	.....

**9. DECLARATION:**

I solemnly declare that information given in the application is corrected to the best of my knowledge and I have not tried to conceal anything.

Date of Application:.....

Signature of Applicant:.....

Name:.....

ID/Passport No.:.....

Telephone No.:.....

Mobile Phone number:.....

**For official use only**

1. Receipt of Applicant:

File No. ....

Date:..... Application fee Receipt No. ....

Signature of Licensing Officer: .....

2. Review of Application:

Officer's Name:.....

Remarks:.....

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Signature:..... Date:.....