



REPUBLIC OF BOTSWANA

APPLICATION FOR INDUSTRIAL LICENCE
(INDUSTRIAL DEVELOPMENT ACT, 2006)

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

Application is hereby made for Industrial Licence:

1. PARTICULARS OF APPLICANT(S)

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

Trading Name (if other than company name).....
Company Registration No..... Date:.....

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.....

c) Consultants:

Particulars of company's secretary/attorney (if any):

Name.....

Postal Address.....

Telephone..... E-mail.....

2. LOCATION OF MANUFACTURING ESTABLISHMENT:

Plot No..... Town/Village.....

Ward Name.....

3. COMMUNICATION ADDRESS:

Postal Address:

Telephone No: Fax..... E-mail.....

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

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

5. PROJECTED EMPLOYMENT:

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

b) Projected Salaries/Wages:

Year	Citizens	Non-Citizens	Total
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6. TRAINING PLANS:

a) Plans for on the job training

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- b) Plans for off the job training.....
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- c) Estimated cost of external training.....
- d) Fields of external training.....
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- e) Duration of training.....
- f) Proposed venue(s) of training.....

7. TECHNICAL KNOW-HOW:

Director's Names	Experience (professional/academic)
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8. PROCUREMENT OF MACHINERY AND RAW MATERIAL:

a) Raw Material:

Details of Raw Materials	<u>QUANTITY</u>				<u>VALUE</u>			Tariff Code
	Local	Imported	Source (Country)	Total	Local	Imported	Total	
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.....
.....
Total.....

b) Machinery:

Details of Machinery	<u>Source of Supply</u>			<u>Value</u>
	Local	Imported	Country	in 000 Pula
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9. MARKETING:

a) Local Buyers/Traders' Names with Addresses:

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b) Buyers in other Countries with Addresses:

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10. SALES

a) Projected Sales for Next Year:

PRODUCTS	UNIT	QUANTITY				VALUE		
		Local	Export	Destination (Country)	Total	Local	Export	Total
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11. ENERGY CONSUMPTION:

DETAILS	QUANTITY		VALUE	
	Local	Total	Local	Total
Electricity (000 kwh)
Water (000 litres)
Gas (cut/fit)
Fuels
Solid (tonnes)
Liquid (000 litres)
Transport (tonnes)
Others

12. INVESTMENT

a) Fixed Assets:

DETAILS	UNIT	QUANTITY	VALUE
Land Hectares	Hectares
Building (industrial) Sq. Metres	Sq. Meters
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))
Total Assets (for a + b)

c) Sources of Funds:

<u>DETAILS</u>	<u>VALUE</u>
Personal Capital
Private Borrowing in Botswana
Loans from Commercial Banks
Advances from Banks
Credit from Suppliers
Loan from National Development Bank
Botswana Development Corporations Loan/Equity
Grant under Government Scheme
Other (Specify)
Total
Total Funds Available (= a + b)

13. OTHER INFORMATION:

a) Has any director or shareholder been convicted within or outside Botswana of any serious criminal offence involving dishonesty?

If so, give details:

b) Has any director or shareholder been sequestered or declared bankrupt within or outside Botswana?

If so, give details:

c) When do you expect to commence your manufacturing operations?

Give expected date.....

14. DECLARATION:

I solemnly declare that information given in the application is correct 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.

For official use only

1. Receipt of Application:

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:.....

3. Date of Licensing Committee/Industrial Licensing Authority Meeting:.....

4. Decision of the Licensing Committee/Industrial Licensing Authority:.....

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Signature of the Chairperson of Licensing Committee/Industrial Licensing Authority:.....

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5. Communication of Decision:

Letter No:..... Date:

6. Licence No: Date: