

SCHEDULE 1

Regulation 8(1)

**APPLICATION FOR A LICENCE TO CONDUCT
MICRO FINANCE BUSINESS**

1. Name of institution:.....
2. Physical address of head office:
Street.....
Building.....
3. Postal address
Telephone No
4. Date and country of incorporation
5. Names of branch offices and the number of years each has
been established and has conducted or carried on business.
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.....
.....
6. Former name(s) by which the institution has been known
.....
.....
.....

7. Particulars of shareholding

<i>Present and Former name</i>	Nationality	<i>Address</i>	SHAREHOLDING		
			No. Of shares	Amount (Ushs)	% of total
Total capital					

8. Particulars of officers

(a) Directors

<i>Present and Former name</i>	<i>Nationality</i>	<i>Address</i>	<i>Date of Appointment</i>	<i>Other Directorships</i>

(b) Chief operating officers:

PRESENT AND FORMER NAME	DESIGNATION	NATIONALITY	ACADEMIC/ PROFESSIONAL QUALIFICATIONS AND YEARS OBTAINED	DETAILS OR PREVIOUS EMPLOYMENT	DATE OF APPOINTMENT

9. Name and address(es) of banker(s).

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10. Does the institution hold, or has it ever held any authority from a supervisory body to carry on any business activity in Uganda or elsewhere?

If yes, give particulars.....

If any such authority has been revoked, give particulars.

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11. Has the institution been put under receivership in the past or made any compromise or arrangement with its creditors in the past or otherwise failed to satisfy creditors in full?

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If yes, give particulars.....
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12. Is an inspector or other authorised officer of any government ministry, department or agency, professional association or other regulatory body investigating the affairs of the institution or has such an investigation ever previously taken place into the affairs of the institution?

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13. Has the institution been refused registration, in Uganda or elsewhere, to any professional body or trade association concerned with banking or financial activities or decided not to apply for entry after making an approach?

If yes, give particulars.....
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14. Is the institution engaged or does it expect to be engaged, in Uganda or elsewhere, in any litigation which may have a material effect on the resources of the institution?

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If yes, give particulars.....
.....

15. Is the institution engaged, or does it expect to be engaged in any business relationship with any of its officers or shareholders?

If yes, give particulars
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.....

16. DECLARATION

We, the undersigned, being officers of the institution, declare that to the best of our knowledge and belief, the information contained herein is complete and accurate.

Director.....(Name)

Signature..... Date.....

Director(Name)

Signature..... Date.....

Director(Name)

Signature..... Date.....

Director(Name)

Signature..... Date.....

EXPLANATORY NOTES FOR COMPLETION OF APPLICATION FORM

These explanatory notes are intended to give further guidance for the completion of the application form. It is deemed that further guidance is necessary for certain items. These include-

1. Application form for a licence to conduct micro finance business
 - 1.1 Item Number 2: Physical address
These details should be submitted to the Bank of Uganda as soon as the permanent physical location of the applicant is known.
 - 1.2 Item Number 5: Names of branches
This item should be completed by a person licensed in Uganda operating under an Act other than the Micro Finance Deposit-taking Institutions Act, 2003, and seeking to be licensed to operate under the Micro Finance Deposit-Taking Institutions Act, 2003.
 - 1.3 Item Number 8: Particulars of officers
In completing this item—
 - (a) the term ‘officer’ should be used as defined in section 85 of the Micro Finance Deposit-Taking Institutions Act, 2003;
 - (b) the officers referred to are those proposed or already engaged by the institution;
 - (c) where the institution is proposing to, or has entered into a management agreement with another entity, details of the senior persons from the said entity heading or proposed to head the management team should be given.