**Serial No……….**

**UGANDA INVESTMENT AUTHORITY**

**Check list of required documents for an Investment Licence**

The following documents are required as attachments to the application for an Investment Licence. All applicants must submit items 1-5 to enable UIA process your application within the set time frame[[1]](#footnote-1).

|  |  |  |
| --- | --- | --- |
|  | **Document required** | **Confirmed (tick)** |
| 1 | Legal status (Copy of Certificate of Incorporation and Articles & Memorandum of Association from URSB) |  |
| 2 | A brief Business Proposal on the project (more than 5 pages) |  |
| 3 | Evidence of availability of funds for the project, (which could be a Bank statement for the company/Directors. |  |
| 4 | Land status for the Project *(Attach a copy of the land title or a tenancy agreement to confirm location of the project).*  |  |
| 5 | Passport photo copy of foreign directors |  |
| 6 | Filled in Application Form for an Investment Licence (Form UIA 1) |  |
|  |  |  |
|  | **Other additional documents** |  |
| 1 | Bill of lading to confirm importation of machinery (exceptional cases) |  |
| 2 | Copy of the secondary licence issued by the relevant Government Ministry/Department or Agency |  |
| 3 | Environmental Impact Assessment Report/Certificate of Approval by NEMA |  |

**Note: After securing an Investment Licence, all investors are advised to contact the Revenue Officer at the One-Stop-Centre (OSC) to register for a Tax Identification Number (TIN). The foreign investor will be required to get a Special Pass from Senior Immigration Officer at OSC before applying for a TIN.**

1. Name of the person submitting the application:……………………………………………………………
2. Tel contact:………………………………………………………………
3. E-mail: ………………………………………………………………..
4. Date of submission:……………………………………………..
5. Received by: --------------------------------------------------------------------
6. Signature: ------------------------------------------------------------------------
7. Name of the company----------------------------------------------------------

UIA Stamp:

1. Applications in the following businesses will require the company to secure secondary licence before applying for an investment licence: Energy generation, mining, banking, air transport, [↑](#footnote-ref-1)