



**ZIMBABWE INVESTMENT AUTHORITY**

**ACT, 2006 (No. 4 of 2006)**

**Application for Investment Licence**

**Form ZIA 1**

**AFTER THIS FORM IS COMPLETED IT SHOULD BE FOWARDED TO**

**THE**

**ZIMBABWE INVESTMENT AUTHORITY**

**INVESTMENT HOUSE 109 ROTTEN ROW**

**P.O. BOX 5950 HARARE ZIMBABWE**

**TEL: (263-04) 757931-5, 759911-4/8, 780140-6**

**FAX: (263-04) 759917, 773843**

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**INTERNET: <http://www.zia.co.zw>**

## REQUIREMENTS FOR APPLICATION FOR AN INVESTMENT LICENCE

### APPLICATION FOR AN INVESTMENT LICENCE

- Non Refundable application fee of USD500,
- Fully completed ZIA 1 Application Form,
- Certificate of Incorporation/Registration for the company,
- Official List of Shareholders and or Directors,
- Business Plan or Feasibility Study (whichever is available),
- Proof of Finance (the evidence of project finance may be provided in either bank statements, confirmation letter from a bank, confirmed bank loans, other confirmed credit facilities and or equipment/ machinery),
- Brief resumes/CVs for shareholders and or directors and copies of identification documents (national ID for Zimbabweans and passport and / visa/ residence permit for foreigners),
- License fee of USD2500 upon approval,
- Licence/permit from relevant Regulatory Authority where applicable is required upfront e.g Banking and financial services, diamonds mining, telecommunications, pharmaceuticals, broadcasting, newspapers and education,
- The investor shall apply for renewal of the Investment License 3 months before the date of expiry.

### SECONDARY LICENCES

- Environmental Impact Assessment Report,  
All Investment projects may require an EIA that is approved by the Environmental Management Agency,
- Mining Licenses and or Mineral Prospecting Licenses,  
These projects require such necessary permits from the Ministry of Mines,
- Tourism Licenses  
Hotels, Safari hunting/walks, Tour Guides, Casinos, Restaurants, Night Clubs, Projects operating in national parks and Game Management Areas (GMAs), etc require permits from such bodies like Zimbabwe Parks and Wildlife Management and Zimbabwe Tourism Authority and or the Ministry of Environment and Tourism,
- Financial Institutions such as Banks, Insurance companies and Brokers require approval from the Reserve Bank of Zimbabwe (RBZ),
- Medical projects such as Clinics, Surgeries, dispensaries and drug companies require approval from the Ministry of Health and Child Welfare and or The Medical Council of Zimbabwe and or Medicines Control Authority,
- Transport and Telecommunications  
Projects seeking to operate Haulage Trucks, Commuter Omnibuses or any other form of Transport classified as Public transport shall require approval from Ministry of Transport and Communications. Projects in telecommunication such as cellular companies, Internet service providers (ISPs), etc require a telecommunication approval obtained from Potraz. Projects in broadcasting- radio and television should have approval of the Broadcasting Authority of Zimbabwe.

**1. DETAILS OF APPLICANT**

Name of Company/Applicant:.....

Postal Address :( Zimbabwean).....

.....

Registered Office of Company (Zimbabwean):.....

.....

Nationality of applicant:.....

Telephone:..... Facsimile:.....E-mail:.....

Contact Person: ..... Position:.....

**STATE THE NAMES AND RESIDENT STATUS OF SHAREHOLDERS, AND THE DISTRIBUTION OF SHARES**

Name *	Nationality *	Resident/Non-resident	Shareholding (%)

\*If the shareholders are companies, attach a list of the shareholders of the respective companies, their nationalities, certificate of incorporation of the company and their registered offices.

**\*If investor is or has been on a Temporary Employment Permit, please provide reference number or copy of permit.**

Do any of the shareholders intend to take up residency in Zimbabwe? **YES/NO**

If **YES** state the shareholder’s name(s):.....

**State the names, address and nationality of the directors of the company**

Name	Address (physical)	Nationality

**NATURE OF INVESTMENT (Please Tick Where Appropriate)**

New project  Expansion of existing project  Renewal

**2. PROPOSED INVESTMENT DETAILS**

(a) **Location of Investment** .....

(b) **Estimated Commencement date of Project**.....

(c) **Investment/ Business Activity Description:**

Provide a clear description of the investment/business activity and its processes indicating the extent of beneficiation of raw materials: (where applicable and if necessary please attach any additional documents to support this application).

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(d) **Investment financing**

Source of Funds	Amount US\$	%
Local Funds		
Local Assets in Kind <sup>1</sup>		
- <b>Foreign Exchange Injection</b> Equity <sup>2</sup>		
-                                      Loan/Debt <sup>2</sup>		
Capital Equipment in Kind from Abroad <sup>3</sup>		
Other (Specify)		
<b>Total</b>		

1. Indicate what constitutes local assets in kind in Annex A Page 7
2. Indicate Exchange Rate Used:.....
3. The applicant must attach an itemized list of the capital equipment and their expected Landed value in Zimbabwe in Annex B page 7

### 3. PERCEIVED BENEFITS OF PROJECT

#### (a) Projected Outputs (Values of Products and/or Services)

##### Year 1

Year	Product or service	Total Output US\$	Total Exports US\$	% Exports
1				
	<b>Total</b>			
2				
	<b>Total</b>			
3				
	<b>Total</b>			

#### (b) Employment

CATEGORY	YEAR 1		YEAR 2		YEAR 3	
	ZIMBABWE	EXPATRIATE	ZIMBABWE	EXPATRIATE	ZIMBABWE	EXPATRIATE
Managerial Staff						
Technical Staff						
<b>OPERATIONS</b>						
i) Skilled						
ii) Others						

#### (c) Work/Residence Permit Requirements

Name and Position	Description of Skills	Commencement Date (M/Y)	Duration	Type Of Permit Required

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**4. ENVIRONMENTAL PROTECTION**

(Emissions, Waste Products and Hazardous Materials Production)

Item	Proposed Method of Treatment or Disposal

\*Approval will be granted subject to an Environmental Impact Assessment Report being undertaken, approved by the relevant authority and a copy submitted to Zimbabwe Investment Authority.

**5. DECLARATION**

I, the undersigned, being duly authorized, hereby certify to the best of my knowledge and belief, that the information contained in this application form is substantially true and correct. Should this application be approved I undertake to comply with all requirements and conditions set by the Zimbabwe Investment Authority. (NB: The declaration should only be done by the Directors of the Company)

Name of person completing this form (Block letters): .....

Name of Company: .....

Position held by person in the company completing this form:-

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.....

**Date**

**Signature**

Please indicate how you came to know about Zimbabwe Investment Authority (tick where applicable)

- 1. Internet
- 2. Consultant/ lawyer
- 3. Investment Conference  (specify).....
- 4. Exhibition  (specify).....
- 4. Zimbabwe Embassy  (specify).....
- 5. Other  (specify).....



