

CHECKLIST

For a Company;

Note: – The following must be certified by the registrar of companies. Copies of these must be certified as true copies by the Company secretary or an attorney at Law

1. Certificate of Incorporation
2. Form 01, 40 or other as applicable
3. Form 20 (if applicable only)
4. Form 13 or other equivalent (if applicable only)
5. Form 15 for the last financial year
6. Articles of Association
7. Company Profile
8. Audited Financial Statements for the last 3 years
9. Copy of Non-refundable fee
- 10 Signed Declaration Form

For a Sole Proprietorship / Partnership;

Note: – Following must be certified true copies by an Attorney at Law:

1. Business Registration
2. Business address verification (Eg: Telephone Bill, Electricity Bill, etc)
3. Copy/ies of National ID Cards
4. Copy of Non-refundable fee receipt
5. Signed Declaration Form
