**New Foreign Investment Certificate (FIC) Application Form for**

**Sole Proprietor & Partnership**

**Please complete this form by typing directly into the fields provided.**

**Hand written applications will not be accepted.**

1. BUSINESS INFORMATION

*(Please list all the business activities and their respective locations)*

|  |
| --- |
| **Business Name:** |
| **Business Activities** | **Business Trading Name (Optional)** | **Location** |
|  |  |  |
| 1.
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|  |  |  |

1. SOLE TRADER/PARTNERSHIP DETAILS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Full Name of Owner*** | ***Gender******M/F*** | ***Contact Details******Email and Telephone*** | ***Country of Residence*** | ***Country of Citizenship*** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

*(Please provide additional information for each shareholder in E)*

1. EMPLOYMENT GENERATION

|  |  |
| --- | --- |
| **Activities** | **Number of Employees** |
| **Locals (Female or Male)** | **Expatriates (Female or Male)** |
|  |  |  |
|  |  |  |
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|  |  |  |

1. **CAPITAL (In Samoan Currency)**

|  |
| --- |
| **Starting Capital:**  |
| **Initial Working Capital:**  |
| **Source of Capital:** Equity [ ]  Debt [ ]  Other [ ]  |

1. **ADDITIONAL REQUIREMENTS**

(The following documents are to be submitted together with the FIC application form.

|  |  |
| --- | --- |
|  | *Certified copy of current passport(s) valid for at least six months* |
|  | *Recent passport-size colour photograph* |
|  | *Simple business plan*  |
|  | *Certified signed partnership agreement (if applicable)*  |
|  | *Signed rental/lease agreement with the landlord / confirmation of ownership of land / building* |
|  | *Confirmation of the source of funds (Recent and certified financial confirmation or status from bank)* |
|  | *Site map (indicating where the principal activity/activities will take place)* |
|  | *If applicable, national IDs, copies of qualifications, membership in professional societies, and the like as proof of meeting the conditions for entering into ‘restricted’ activities* |
|  | *SAT$50.00 fee for lodgment of a FIC application* |
|  | *SAT$50.00 fee for issuance of a FIC*  |
|  | *SAT$50 fee for annual FIC renewal*  |
|  | *SAT$70 fee for issuing an amended Foreign Investment Certificate* |
|  | *SAT$5 fee for one copy of FIC* |
|  | *SAT$50 fee for inspection of a Foreign Investment Register* |

Additional Information on Owner/Partner(s)

|  |  |
| --- | --- |
| **Name of Owner/Partner(s), Address & Brief Background** | **Passport Photos** |
|  |  |
|  |  |
|  |  |
|  |  |

1. **DECLARATION**

I/We declare that the information provided is original and true. I/We understand that the deliberation of providing any false details will result in the cancellation of this application and my /our prosecution under the Foreign Investment Act 2000; **YES** [ ]  **NO** [ ]

Full Name: ­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full Name: ­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. FOR OFFICIAL USE ONLY

**Submitted by:**

**Receiving Officer:**

**Assessing Officer:**

**Receipt Number:**

**Date:**

**ANNEX**

**Investors’ Obligations**

The Foreign Investment Act 2000 stipulates that foreign investors must:

* Hold a **Foreign Investment Certificate** (FIC) (Article 6)
* Not engaged in activities classified as ‘PROHIBITED’ by the Business License Act 1998:
1. *Storing or disposing of nuclear and toxic waste;*
2. *Exporting products prohibited under any law;*
3. *Prostitution*
4. *Processing and exporting endangered species; producing weapons of warfare.*
* Not engaged in activities classified as ‘RESERVED’ (Article 3):
1. *Bus transport services for the general public;*
2. *Taxi transport services for the general public;*
3. *Rental Vehicles;*
4. *Retailing of food and beverage products;*
5. *Saw milling;*
6. *Traditional elei garment designing and printing*
* Comply with any conditions attached to engaging in ‘RESTRICTED’ activities (article 4)
1. *Fishing*
2. *Manufacturing of nonu (morinda citrifolia) and coconut virgin oil*
3. *Services (architectural, professional engineering, general construction, sewage, refuse disposal, sanitation and similar services)*
4. *Samoa’s Commitments in Trade Agreements*
* Submit a status report to MCIL and apply for annual renewal of the FIC

**UNDERTAKINGS**

* To comply with the obligations stipulated in the aforementioned the Act and its Regulations
* To allow MCIL Foreign Investment Officers to perform monitoring obligations unhindered (they will visit the site at least once a year for compliance monitoring, statistics updating, awareness building and so forth).
* To advise MCIL of any changes to the registration details including principle address, ownership details, activities etc.
* To immediately advise MCIL of cessation of the enterprise.