

<h1>INVESTMENT CODE</h1>  <h2>APPROVAL APPLICATION FORM</h2> <h3>New Company</h3> <p><i>The completed form must be sent in 07 copies to the Managing Director of API-ZF</i></p>	<b>For Investment and Free Zone Promotion Agency (API-ZF) use</b>
	Receipt N° <input style="width: 150px; height: 20px;" type="text"/>
	Registration N° <input style="width: 150px; height: 20px;" type="text"/>
	Date of submission <input style="width: 150px; height: 20px;" type="text"/>

*If there is insufficient space on the form to provide the required information, please attach additional sheets containing the information in the prescribed format.*

<b>A</b>	<b><u>IDENTIFICATION OF THE INVESTOR</u></b>
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<b>A.1</b>	<b>Name or Legal Name:</b> .....
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<b>A.2</b>	<p><b><u>The promoters:</u></b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Full name of the main promoters</th> <th style="width: 20%;">Nationality</th> <th style="width: 30%;">Residence address</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table> <p>Please add CV and Extract of Police Report of the main promoter/ or provide a brief background of the parent company.</p>	Full name of the main promoters	Nationality	Residence address												
Full name of the main promoters	Nationality	Residence address														

<b>A.3</b>	<p><b>Head office address:</b></p> Place : .....City/.....Prefecture Tel.: ..... / Fax: ..... E-mail: .....
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<b>A.4</b>	<p><b>Factory address (if different from head the office address):</b></p> Place : .....City/.....Prefecture Tel.: ..... / Fax: .....  E-mail: .....
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<b>A.5</b>	<p><b>Legal Nature:</b> *Public Liability Company (PLC) <input style="width: 40px; height: 25px;" type="checkbox"/> * Limited Liability Company LLC <input style="width: 40px; height: 25px;" type="checkbox"/></p> <p>* Other (please specify) <input style="width: 150px; height: 25px;" type="text"/></p> <p><b>Share capital:</b> * shares held by nationals <input style="width: 40px; height: 25px;" type="checkbox"/> <b>Nature :</b> * Private <input style="width: 40px; height: 25px;" type="checkbox"/></p> <p>*shares held by expatriates <input style="width: 40px; height: 25px;" type="checkbox"/> * Public <input style="width: 40px; height: 25px;" type="checkbox"/></p> <p style="text-align: center;">*Mixt <input style="width: 40px; height: 25px;" type="checkbox"/></p>
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<b><u>TECHNICAL EQUIPMENT AND MATERIALS</u></b>					
	<b>Name/Type</b>	<b>Value (in CFAF)</b>	<b>State (New or used)</b>	<b>Country of origin</b>	
<b>C</b>	1				
	2				
	3				
	4				
	5				
	6				
	7				
	8				
	9				
	10				
	11				
	12				
	13				
	14				
	15				
	16				
	17				
	18				
	19				
	20				
	<b>TOTAL</b>				
<i><b>NB</b> : Please provide an exhaustive list of the technical equipment and materials</i>					
<b>D</b>	<b><u>BUSINESS PLAN</u></b>				
<b>D.1</b>	<b><u>Duration of the implementation (installation) phase of the project:</u></b> (months) : _____				
<b>D.2</b>	<b><u>Project start date</u></b> (months/year): _____				
<b>D.3</b>	<b><u>Investment schedule</u></b>				
		<b>In thousands of CFA francs</b>			
	<b>Type of investment</b>	<b>Amount</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
	Start-up cost				
	Land, Construction and development				
	Technical equipment and material				
	Rolling stock				
	Office equipment and furniture				
	Other (please specify)				
	<b>Total</b>				

**E**      **HOW THE PROJECT WILL BE FUNDED (CFA F)**

- Capital : .....
  - Other partners' contributions : .....
  - Domestic loans : .....
  - Foreign loans : .....
  - Suppliers' credit (please specify) : .....
  - Other sources (please specify) : .....
- 
- Total financing** : .....

**N.B:**      **TOTAL FINANCING = TOTAL INVESTMENT.**

**F**      **COMPANY'S PREFERRED OPTION OF THE TWO TYPES OF INVESTMENT TAX CREDIT:**

*As part of our investment programme, we are opting for **the non-refundable tax credit carry forward proportional to the:***

- Amount of investment
- Number of jobs created

**G**      **FORECAST PROFITABILITY OF THE COMPANY (in CFA F)**

Heading	Year 1	Year 2	Year 3
<b>Turnover</b>			
Cost of raw materials			
Other purchases			
Transport and travel			
External services A and B			
Other expenses (Taxes)			
<b>Total intermediate consumption</b>			
<b>Value Added</b>			
<b>Rate of value added</b>			
Personnel expenses			
Financial expenses			
Depreciation and amortisation			
<b>Operating income</b>			

**NB :** **PLEASE ATTACH THE BUSINESS PLAN**

**H** **EMPLOYMENTS AND PROJECTED CATEGORY OF EMPLOYMENTS**

Position held	Year 1		Year 2		Year 3	
	Nationals	Expatriates	Nationals	Expatriates	Nationals	Expatriates
General Management						
Executives						
Supervisors						
Office workers						
Skilled workers						
Semi-skilled workers						
Unskilled workers						
Other agents						
<b>TOTAL</b>						

**I** **IMPACT ON THE ENVIRONMENT**

*The completion of an environmental impact assessment of the project activities is mandatory for all industrial companies and some service companies*

*- Please provide a copy of the Environmental Compliance Certificate, if the Environmental Impact Assessment has been carried out;*

*- Failing that, take up the commitment that this study will be carried out as soon as possible.*

**J** **NATURE AND TYPE OF ASSISTANCE AND FACILITATION REQUESTED BY THE COMPANY:**

- |                    |                      |   |                      |
|--------------------|----------------------|---|----------------------|
| * Industrial land  | <input type="text"/> | * Granting of visas and employment permit | <input type="text"/> |
| * Farm land        | <input type="text"/> | * Building permits                        | <input type="text"/> |
| * Access to energy | <input type="text"/> | * Access to telecoms                      | <input type="text"/> |
| * Access to water  | <input type="text"/> | * Work permits                            | <input type="text"/> |

Others (please specify): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**K** PREFERRED METHOD OF DISPUTE RESOLUTION, AND JUSTIFICATION FOR ITS APPLICABILITY:

Please specify the desired method of dispute settlement, in accordance with Article 7 of the Investment Code:

- 
- Amicable settlement between the parties: .....
- Competent National Jurisdictions: .....
- Competent Community Jurisdictions: .....
  
- Arbitration agreed by the parties:
  
- \* Arbitration provided for by the Togolese Court of Arbitration (CATO).....
- \* Arbitration provided for by the arbitration regulation of the Community Court of Justice and arbitration of the Organisation for the harmonisation of Business Law in Africa (CCJA of OHADA) .....
- \* Arbitration provided for by the Uniform Act on Arbitration Law of OHADA .....
- \* Arbitration by the International Centre for Settlement of Investment Disputes (ICISD) .....
- \* Any other arbitration procedure of their choice as expressly provided for .....

**L** DECLARATION AND COMMITMENT

We hereby certify that the information, figures and documents provided are true and accurate and that the estimates presented in this application have been made with all due care and attention to bring them as close as possible to reality.

We affirm that we have taken cognizance of the provisions of Law No. 2019-005 of 17 June 2019 on the Investment Code in the Togolese Republic.

We undertake to uphold our declarations and commitments contained in this file and to provide in the future any additional information or clarifications that the Agency may request from us.

Done in ..... Date: .....

<b>M</b>	<p><b>Contact Person</b> <i>(Natural person)</i> :</p> <p>Name : _____</p> <p>Address : _____</p> <p>Tel : _____</p> <p>Fax : _____</p> <p>E-mail: _____</p> <p><b>Legal Representative:</b></p> <p>Name _____</p> <p>Date and signature :</p>