



# KENYA INVESTMENT AUTHORITY

## INVESTMENT APPLICATION FORM

(Full and accurate completion of this form will speed up the project approval process)

### PART I

#### A. DETAILS OF THE APPLICANT

- (i) Name of Company / Business \_\_\_\_\_
- (ii) Contact Person \_\_\_\_\_
- (iii) Address of Contact Person \_\_\_\_\_  
Tel \_\_\_\_\_ Fax \_\_\_\_\_  
E-mail: \_\_\_\_\_
- (iv) Type of business Entity \_\_\_\_\_  
(Limited Company, Partnership, Etc.)
- (v) Country of Incorporation \_\_\_\_\_
- (v) Date of Incorporation \_\_\_\_\_
- (vi) Indicate whether the Company is:-
  - (a) New [ ]
  - (b) Operating [ ]
- (vii) Indicate whether to Manufacture Under Bond (MUB is manufacturing for export only)  
Yes \_\_\_\_\_ No \_\_\_\_\_

#### B. PROPOSED LOCATION OF BUSINESS

- (i) Land Registration Number (L.R.No.) \_\_\_\_\_

(ii) Street/ Road \_\_\_\_\_ Town \_\_\_\_\_

(iii) District \_\_\_\_\_

C. COMPANY DIRECTORS

Name of Director	Nationality	Address

PART II

(i) Nature of activity \_\_\_\_\_

Describe the nature of activity (Project Description)

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(ii) Give 5 years projected Investment growth (Kshs. 000)

Year	Investment Growth (Kshs 000)
YR 1	
YR 2	
YR 3	
YR 4	
YR 5	

PART III

(A) EMPLOYMENT DETAILS

KENYAN EMPLOYEES	NUMBER
Management	_____
Technical/ Professional	_____
Skilled	_____
Others	_____
Total	
EXPATRIATE EMPLOYEES	NUMBER
Management	_____
Technical / Professional	_____
Total	

(i) Explain need for expatriate employee(s)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PART IV:

INVESTMENT AND FINANCING PROGRAMME

A. CAPITAL COSTS (ESTIMATED)

FIXED COSTS	AMOUNT
Land & Land Development	
Plant and Machinery	
Working Capital	
Others	
TOTAL	

B. FINANCING PLAN

Type of Financing	Foreign	Local
Equity		
Loan		
TOTAL		

PART V: DECLARATION

I hereby certify that the foregoing particulars are correct to the best of my knowledge.

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Indicate Enclosures:

- 1. Certificate of Incorporation in Kenya.
- 2. Memorandum and Articles of Association
- 3. Others \_\_\_\_\_

To be submitted to:

MANAGING DIRECTOR  
 KENYA INVESTMENT AUTHORITY  
 P.O.Box 55704-00200  
 NAIROBI  
 Tel: 2221401-4, Mobile: 0722-205424 / 0733-601184  
 Fax: +254 20 2243862  
 Email: [info@investmentkenya.com](mailto:info@investmentkenya.com)  
 Website: [www.investmentkenya.com](http://www.investmentkenya.com)

FOR OFFICIAL USE ONLY

- 1. REF NO. \_\_\_\_\_
- 2. DATE RECEIVED \_\_\_\_\_
- 3. RECEIVING OFFICER \_\_\_\_\_

**KENYA INVESTMENT AUTHORITY**  
 Kenya Railways Headquarters | Block D 3TH FLOOR, Off Haile Sellasie Ave, P.O. BOX 55704-00200 Nairobi, Kenya  
 Tel: +254 20 2221401-4 | Mobile Phones: +254 722 205424/722 209902 | +254 733 601184 Fax: +254 20 2243862  
 Email: [info@investmentkenya.com](mailto:info@investmentkenya.com) | Website: [www.investmentkenya.com](http://www.investmentkenya.com)  
 Representative Offices: JKIA | Eldoret | Kisumu | Mombasa