**FORM – 1**

**APPLICATION FORM FOR SETTING UP BUSINESS IN SPECIAL ECONOMIC ZONE**

**Ref:**

**Dated:**

**PART – I**

1. **Applicant:**
2. Name of an Applicant/Applying Firm or Company (in block letters):
3. Full Address of Registered Office or Head Office of Applicant/Applying Firm or Company:
4. Telephone:
5. Fax:
6. Web-Site, if any
7. Legal Representative:

Full Name:

Sex: Male or Female

Date of Birth:

Nationality:

Passport: No. xxxxxxxxx issued by Ministry of Foreign Affairs of (Country), Date of Issuance

Title:

Permanent Address:

Resident Address:

Telephone:

Fax:

1. Authorized Capital & Paid-up Capital:
2. Actual Operating Business (Types of Business):
3. Item(s) of Manufacturing/Service Activity:
4. Business Locations and Activities at Each Location (including the overseas operations):
5. Number of Employees (home country/other regions):
6. Company History (state brief history):
7. Prominent Features of the Company:
8. Attachment
9. Articles of Incorporation of Applicant (in case of a company; in English if available):
10. Company Brochure
11. Audited Financial Statement (for last 3 years)
12. Copy of Passport of Legal Representative
13. Joint Venture Agreement ( if applicable)
14. **“Business” to be set up in the xxxxxxx Special Economic Zone (**state the followings according to your current plans)
15. Name of the Company which will carry out the Business:
16. Head Office Address:
17. Legal Representative:

* Full Name:
* Sex: Male or Female
* Date of Birth:
* Nationality:
* Passport: No. xxxxxxxxx issued by Ministry of Foreign Affairs of (Country), Date of Issuance
* Title:
* Permanent address:
* Resident address:
* Telephone: +95-XXXXX (Number in Myanmar if available)
* Fax: +95-XXXXXXX (Number in Myanmar if available)

1. Requesting Status of “Business” (Tick your requesting status):
2. A Business in a Free Zone;
3. A Free Zone Business;
4. A Business in a Promotion Zone; or
5. Other Business
6. Type of “Business”: Manufacturing/Services:
7. Location of “Business” and Estimated Land Area to be Used:
8. Duration of “Business”:
9. Factory Construction Schedule:
10. Item(s) of Manufacturing/Service Activity:
11. Initial investment Amount to carry out the “Business”:

(in thousand MMK or thousand US$)

|  |  |  |  |
| --- | --- | --- | --- |
|  | Foreign | Citizen | Total |
| Authorized Capital |  |  |  |
| Paid-up Capital (%) |  |  |  |
| External Borrowing (%) |  |  |  |
| Total (%) |  |  |  |

Note: Please provide the detail information of the external borrowing such as the lender’s name, loan period, interest rate, repayment schedule, etc.

1. Contributions in Paid-up Capital among Major Shareholders

(in thousand MMK or thousand US$)

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Shareholder | Contribution Amount | Foreign/Citizen | Share (%) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. Sale, Profit and Loss

(in thousand MMK or thousand US$)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | 1st year | 2nd year | 3rd year | 4th year | 5th year |
| Turnover |  |  |  |  |  |
| (Export) |  |  |  |  |  |
| (Domestic) |  |  |  |  |  |
| Materials |  |  |  |  |  |
| (Import) |  |  |  |  |  |
| (Domestic) |  |  |  |  |  |
| Gross Profits |  |  |  |  |  |
| Administrative Cost |  |  |  |  |  |
| Profit before tax |  |  |  |  |  |

Note: “Year” means “an operating year after the commencement of commercial operation”.

1. Major Capital Goods (facilities/machinery/others) to be used in the “Business”:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of Facility/Machinery/Equipment | | New/Used | Quantity  (Unit) | Unit Price  (USD Thou.) | Remarks (Specification/Feature, etc.) |
|  | Import |  |  |  |  |
| Indigenous |  |  |  |  |
|  | Import |  |  |  |  |
| Indigenous |  |  |  |  |
|  | Import |  |  |  |  |
| Indigenous |  |  |  |  |
|  | Import |  |  |  |  |
| Indigenous |  |  |  |  |
| Approximate Amount of Capital Goods (Total): | | | | | |

Note: Detail information on the capital goods which will be imported and used in the “Business” shall be furnished at later stage in the forms defined by the Management Committee to the xxxxxxx Management Committee for the registration.

1. Major Raw Materials/Other Production Inputs to be used in the “Business”:

(Unit: xxx)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name of Component/Semi-finished Goods/Raw Materials | | Quantity | | | | |
| 1st year | 2nd year | 3rd year | 4th year | 5th year |
|  | Import |  |  |  |  |  |
| Indigenous |  |  |  |  |  |
|  | Import |  |  |  |  |  |
| Indigenous |  |  |  |  |  |
|  | Import |  |  |  |  |  |
| Indigenous |  |  |  |  |  |
|  | Import |  |  |  |  |  |
| Indigenous |  |  |  |  |  |
| Total |  |  |  |  |  |  |

Note:

1) “Year” means “an operating year after the commencement of commercial operation”.

2) Detail information on the component, semi-finished goods and/or raw materials which will be imported and used in the “Business” shall be furnished at later stage in the forms defined by the Management Committee to the xxxxxx Management Committee for the registration.

1. Manufacturing Process (Explain the major flow of processing/manufacturing, Attach photos of production process):
2. Employment

(Person)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Year | Job | Foreign | Citizen | Total |
| 1st year | Managerial |  |  |  |
| Technical |  |  |  |
| Workers |  |  |  |
| Total |  |  |  |
| 2nd year | Managerial |  |  |  |
| Technical |  |  |  |
| Workers |  |  |  |
| Total |  |  |  |
| 4th year | Managerial |  |  |  |
| Technical |  |  |  |
| Workers |  |  |  |
| Total |  |  |  |
| 6th year | Managerial |  |  |  |
| Technical |  |  |  |
| Workers |  |  |  |
| Total |  |  |  |

1. Required Infrastructure

|  |  |  |
| --- | --- | --- |
| Infrastructure | Required Amount | |
| Initial Period | Regular Operation Period |
| Water (in cubic mtrs/day.):   1. For industrial (process) purposes: 2. For drinking purposes: 3. Others, specify: 4. Total requirement: |  |  |
| Power (in KVA) |  |  |

1. Foreign Collaboration (explain briefly the contents of the following agreement, including the amount of fees involved, if any);
2. Technical assistance agreement
3. Cross license agreement
4. Management agreement
5. Marketing collaboration agreement
6. Others
7. Measures for Conservation and Preservation of Environment and Reduction of Social Impacts:
8. Quantum and nature of effluents and mode of disposal:
9. Specify whether own Effluent Treatment Plant will be created:
10. Fringe Benefit Plan such as providing Dormitory, Commuting means, Lunch and/or Others (state the current plan):
11. Plan of Vocational Training to be provided to the Citizen workers (state the current plan).
12. Other Information
13. Whether the applicant has been issued any permit under Foreign Investment Law. If so, give full particulars, namely reference number, date of issue, items of manufacture and progress of implementation of each project.
14. Whether the applicant or any of the partner/Director who are also partners/Directors of another company or firms are being proceeded against or have been debarred from getting any License/Letter of Intent/Letter of Permission under Foreign Investment Law, Foreign Trade Law or Foreign Exchange Management Law or Customs Act.

Place: Signature of the Applicant.............

Date: Name in Block Letters

Title

Official Seal/Stamp

Tel. No.

E-mail

Full Residential Address

**UNDERTAKING**

I/We hereby declare that the above statements are true and correct to the best of my/our knowledge and belief. I/We shall abide by any other condition, which may be stipulated by the Chairman of the Management Committee of Thilawa Special Economic Zone.

I/We fully understand that any Permission Letter/Approval granted to me/us on the basis of the statement furnished is liable to cancellation or any other action that may be taken having regard to the circumstances of the case if it is found that any of the statements or facts therein are incorrect or false.

I/We hereby declare to strictly comply with provisions of internal regulations provided by the Zone Developer of Zone A of Thilawa Special Economic Zone and follow the anti-corruption policy of Zone A ofThilawa Special Economic Zone.

Place: Signature of the Applicant

Date: Name in Block Letters

Title

Official Seal/Stamp

Tel. No.

E-mail

Full Residential Address

**PART-II**

If sub-contracting is envisaged in the manufacturing operations in a Free Zone, furnish following details:

1. Sub-contracting permission is required for—
2. part of the production process (quantity)
3. any particular production process (give details)
4. Name and address and other particulars of sub-contractor and whether the sub-contractor is
5. Domestic Tariff Area
6. Promotion Zone Business
7. Free Zone Business
8. Other SEZ Business