



Form 45/FO/IS/31

**REGISTRATION WITH INVESTOR SERVICES DEPARTMENT**

1. Name of the Enterprise.....

2. BOI Registration Number

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3. Tax Identification Number (TIN)

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4. Value Added Tax Number (VAT) -

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5. Address of Enterprise  
(Location of project as indicated in the agreement)

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6. Address (As per TIN / VAT Certificate)

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7. Contact Person:.....

Designation:.....

Off. Tel:.....

Fax:.....

E-Mail:.....

Authorized Signatory of Enterprise  
Chairman / Managing Director

Please Forward the following documents for registration

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Date

Office Use  
Warehouse Code

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BOI – agreement (Original)

Approval for first Import

Approval for first Export

BOI Investment approval letter (Original)

VAT / TIN Certification (original) with a photocopy

List of items approved by the Investment Department to be imported by enterprise

BOI Registration Certificate (original)

List of authorized signatories approved to sign import / export cusdecs (names, designations, NIC/Passport numbers and signatures of three personnel) – 02 originals certified by the Chairman / Managing Director of the enterprise

A certified copy of Form 1 sent to the registrar of companies

A certified copy of Form 2A (Certificate of Incorporation) sent to the registrar of companies.