



BOARD OF INVESTMENT OF SRI LANKA

APPLICATION FOR APPROVAL OF AN INVESTMENT

UNDER SEC. 17 OF THE BOI LAW

NOTES FOR YOUR GUIDANCE

- (i) The application shall be used
 - (a) Either for the purpose of setting up a new company to be operated under Sec.17 of the BOI Law
or
 - (b) To set up an expansion of an existing BOI company
- (ii) This application consist two sections
 - A. Application for approval for investment
 - B. Application for approval for site approvalBoth application should be completed with relevant information and submitted as indicated in (vi).
- (iii) Provide documentary evidence relating to business background e.g. Company Profile, Current Annual Report, Bank References and a Project Report when requested by the BOI.
- (iv) Application Processing fee:
Please pay in cash or credit card or drafts in favour of the “Board of Investment of Sri Lanka”.
US\$ 400 + VAT (18%) + (2.5% SSCL) or its rupee equivalent.
(Please note that the above processing fee is applicable only for this project application and it is non-refundable and non-transferable under any circumstances.)
- (v) If you require any assistance in filling up the application form, please contact;
Director (Investment Appraisal) and his staff on
Tel: +94 11 2346339, +94 11 2427077, +94 11 2434342, +94 11 2427094,+94 11 2434403-5, +94 11 2346131-3 (24th Floor)
- (vi) Lodging an Application
Once you have completed the application form, it may be submitted with the appropriate fee to the Relevant Director /Senior Deputy Director, Board of Investment of Sri Lanka, 24th Floor, West Tower, World Trade Centre, Echelon Square, Colombo 01.
- (vii) (a) Applicants of this application shall be either a shareholder in case of a new company
or
(b) A shareholder’s representative who is in possession of a letter of authority to act on his/her behalf.
- (viii) The Board reserves rights to withdraw its approval at any time before signing of the agreement of the project, if the Board finds any misrepresentation of facts stated in the application.

For Office Use Only			
Project Officer Name		Project Category	
Ref. No.	EC/4/...../20.....	Current Exchange Rate	

1). Particulars of Investors

Proposed Equity Contribution

US \$ Mn %

a). Name:-		
Address:-		
Citizenship:-		
National Identity Card/ Passport No:-		
Tel:-	Fax:-	
Email:-		
Current Business interests of Investor/s:-		
Any existing/previous BOI Project/s:-		
Interest in other BOI Projects, if any:-		
b). Name:-		
Address:-		
Citizenship:-		
National Identity Card/ Passport No:-		
Tel:-	Fax:-	
Email:-		
Current Business interests of Investor/s:-		
Any existing/previous BOI Project/s:-		
Interest in other BOI Projects, if any:-		

Note : Where the number of investors exceeds two (02), please attach a separate sheet.

2). Project

2.1. a) **New** (Tick as appropriate)

b) **Expansion of an Existing BOI Project**

c) **Any Other** (please specify)

2.2. Summary of Proposed Project

(Give Brief description of the project and annex the concept paper)

3). Marketing Programme for One Year

(US \$ Mn.)

PRODUCTS/SERVICES	UNIT OF MEASURE	EXPORTS			LOCAL SALES			TOTAL	
		QT	VL	%	QT	VL	%	QT	VL
a).									
b).									
c).									
d).									
e).									
f).									
g).									
h).									
i).									

4). Investment Programme

(US \$ Mn.)

	YEAR 1				YEAR 2				Total	
	1 ST HALF		2 ND HALF		1 ST HALF		2 ND HALF			
	Foreign	Local	Foreign	Local	Foreign	Local	Foreign	Local	Foreign	Local
A. Fixed Capital										
Land										
Buildings										
Plant & Equipment										
Other										
TOTAL (A)										
B. Working Capital										
Stocks										
Cash in Hand										
Other										
TOTAL (B)										
TOTAL (A & B)										

5). Proposed Financing

(US \$ Mn.)

Type of Financing	YEAR 1				YEAR 2			
	1 ST HALF		2 ND HALF		1 ST HALF		2 ND HALF	
	Foreign	Local	Foreign	Local	Foreign	Local	Foreign	Local
Share Capital								
Loan Capital								
Others (Specify)								
TOTAL								

Note: If Investment Programme and Proposed Financing exceed 2 years please annex a separate sheet

6). Manpower Requirements

Category	Permanent Employment(Number)					
	*Initial			Capacity		
	Local	Foreign	Total	Local	Foreign	Total
a). Managerial Staff						
b). Technical and Supervisory Staff						
c). Clerical and other workers						
d). Skilled workers						
e). Un-Skilled workers						
Total						

Please submit details regarding the foreign employees – Foreign employment in ‘c’ & ‘e’ above will not be considered.

*Please specify period of initial stage

7). Remittable Liabilities:

Remittable Liability	Amount per Year (US \$ Mn.)					Total (US \$ Mn.)
	1	2	3	4	5	
7.1 Royalty						
7.2 Technical Services						
7.3 Others (Please specify)						

8). Programme of Implementation:

Activity	No. of months after the date of Agreement
Construction of Buildings	
Installation of Machinery	
Trial Production	
Commercial Production / Operation	

9). Contact Person in Sri Lanka (if any):

Name :
 Address :
 Tel : Fax : Email :

10). Declaration:

I declare that the information furnished above in this application, attachments and otherwise represented are true and correct and undertake to inform the BOI immediately if any change in the information given above.

Signature:

Name: Designation:
 Tel : Fax: Email: Date: