



## UGANDA INVESTMENT AUTHORITY CHECKLIST OF REQUIREMENTS FOR AN INVESTMENT LICENSE

The following documents are required as attachments to the application for an Investment License. All applicants must submit items 1-6 to enable UIA process your application within the set time frame i.e 48 hours or 2 working days.

Attached  
(Tick)

Document required to be scanned in PDF not exceeding 4MB's

- |                                   |   |
|-----------------------------------|---|
| <input type="checkbox"/>          | 1. Legal status (Copy of Certificate of Incorporation & Articles and Memorandum of Association from URSB)   |
| <input type="checkbox"/>          | 2. Company Tax Identification Number (TIN) Certificate from URA   |
| <input type="checkbox"/>          | 3. A brief Business Proposal on the project (Not less than 5 pages, clearly indicating the Company Overview, Executive Summary, Product / Service Description, Market Analysis, Human Resource Plan and financial plan) Submitted Documents should be in English. (Translation should be done by Makerere University School of Languages, Literature & Communication) |
| <input type="checkbox"/>          | 4. Evidence of availability of financing for the project, (which could be a Bank statement for the company / Directors OR any other evidence of financing.<br><b>For Domestic Investors - Minimum threshold is USD 50,000</b><br><b>For Foreign Investors - Minimum threshold is USD 250,000</b>  |
| <input type="checkbox"/>          | 5. Proof of location for the Project ( <i>Attach a copy of the land title or a tenancy agreement to confirm location of the project</i> ).  |
| <input type="checkbox"/>          | 6. Electronic copy of Passport / National ID for Shareholders   |
| <b>Other Additional documents</b> |   |
| <input type="checkbox"/>          | 7. Bill of lading to confirm importation of machinery (exceptional cases)   |
| <input type="checkbox"/>          | 8. Copy of the Regulatory License [1] issued by the relevant Government Ministry/Department or Agency   |
| <input type="checkbox"/>          | 9. Environmental Impact Assessment Report/ Certificate of Approval by NEMA  |

1] Applications in the following business categories will require the company to secure regulatory license before applying for an investment license: Energy Generation, Mining, Banking, Air Transport, Sugar Manufacturing, Sports Betting, and Manufacturing of Drugs.

## ONLINE INVESTMENT LICENSE APPLICATION STEPS

- Create an account on: [www.ebiz.go.ug/online](http://www.ebiz.go.ug/online)
- Log into your account
- Fill in the new Investment License registration option
- Upload the required documents (listed from 1-6) in PDF format not exceeding 4MBs.

### **Ensure the following before logging in:-**

- That you have steady internet connection
- That you have a working email address
- That you scan/convert all the documents to PDF
- That your business plan clearly indicates the areas mentioned above.
- That all the details provided are strictly for the shareholders

**NB:** If the Company Shareholding changed, kindly attach the relevant documents (Company Resolution and Share Transfer forms)

*Remember to note down your Username and Tracking Number*

For more information, reach us on :-

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	0800300366
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UGANDA INVESTMENT AUTHORITY  
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