



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 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 fee:**
Please pay in cash or drafts in favour of the “Board of Investment of Sri Lanka”.
US\$ 200+VAT (12%) or its rupee equivalent
- (v) If you require any assistance in filling up the application form, please contact the following BOI officials
 - (a) Executive Director (Tourism & Leisure, Agriculture, Knowledge Services) and his staff
Tel: +94 11 2430511,+94 11 2427032,+94 11 2427090
 - (b) Executive Director (Infrastructure, Utilities and Education) and his staff
Tel: +94 11 2427203, +94 11 2346345, +94 11 2346340, +94 11 2478711
 - (c) Executive Director (Apparel, Manufacturing, Regional Programmes and Export of Services) and her Staff Tel: +94 11 2438972, +94 11 2427071, +94 11 2434342, +94 11 2346626,+94 11 2346627
- (vi) **Lodging an Application**
Once you have completed the application form, it may be submitted with the appropriate fee to the Relevant Executive Director / Director / Senior Deputy Director, Board of Investment of Sri Lanka, 24th ,26th 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:- | | |
| 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:- | | |
| Interest in other BOI Projects, if any: | | |

Note : Where the number of collaborators 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 | |
| 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 INVESTMENT | | | | | | | | |

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’ & ‘d’ 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 Building | |
| 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: