



REPUBLIC OF UGANDA
MINISTRY OF TRADE, INDUSTRY AND
COOPERATIVES
SCHEDULE FORM 1

Regulation 3(2)

APPLICATION FOR OPEN GENERAL LICENCE TO EXPORT/IMPORT*
OF GOODS

(I/We)*...
following application for grant of an open general license:

(Names of applicant(s)) make the

A. PARTICULARS OF THE APPLICANT(S)

(a) Name

(b) Address

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(c) Nationality

(d) Country

(e) Principal place of business of the applicant

(f) Date of Incorporation

AGENT/ REPRESENTATIVE

(a) Name

(b) Address

PARTICULARS OF GOODS TO EXPORT/IMPORT*

(a) Name of goods
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(b) Destination Country in case of exports

- (c) Source country in case of imports
- (b) Give details of the goods
- (c) Value of Goods (USD)
- (d) Tonnage

REASONS FOR GRANT OF JUSTIFY GRANT OF LICENCE

- (a) Give reasons why the Minister should grant a licence to export/import the listed goods.

- (b) Benefits of granting the licence to the economy

- (c) Period for which the licence should be granted.....

ATTACH DOCUMENTS SPECIFIED IN REGULATION 3(4) (provide documents to be attached)

Form 1 shall be accompanied with the following:-

- (a) A duplicate copy of Form 1;
 - (b) A certified copy of the certificate of incorporation of the applicant;
 - (c) A certified copy of the memorandum and articles of association of the applicant;
 - (d) A tax clearance certificate of the applicant, where applicable;
 - (e) A trading license, where applicable; and
 - (f) The prescribed fee, where applicable.
- (5) Where an application is in respect of the export of goods subject to a notice, the applicant shall, in addition to the documents referred to in sub regulation (4), attach copies of the purchase orders from the external market purchasers and all other documents relevant to the purchase.

The Permanent Secretary shall in considering an application under this regulation have regard to the following:-

- (a) The nature of the goods for which the open general license is sought;
- (b) The promotion of trade and employment in Uganda by the grant of the license;
- (c) Whether the export or import of the goods will have a positive impact on Uganda’s foreign exchange trading balance sheet;
- (d) The linkages of the domestic market with the international market; and
- (e) The promotion of processing of domestic raw materials for export and value addition.

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Without limiting the general effect of sub regulation (1), every open general licence granted under these Regulations shall be subject to the following conditions—

- (a) The goods for export or import shall meet the requirements of local or international standards, whichever applies; and the applicant shall provide a copy of the standards certification at the time of application;
 - (b) The goods shall be fit for human consumption, where applicable; and
 - (c) The goods shall be appropriately labelled, and where the goods are for export, shall be stamped or labelled “for export” and serial numbers attached to enable easy traceability.
- (3) The conditions shall be endorsed on the open general licence and shall form part of the licence.

Where a person obtains an open general licence under these Regulations to manufacture goods for export, the person shall ensure that the production and packaging manufacturing lines of goods for export are separate from other production and packaging manufacturing lines.

DECLARATION

I _____, hereby declare that to the best of my knowledge and belief, all the particulars furnished in this application are true and indemnify the Authority any misrepresentation, omissions or any information that may, in future, prove to be false.

Date:

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SIGNATURE AND SEAL OF APPLICANT