**Bangladesh Hi-Tech Park Authority**

Application for Registration of Industrial Investment Project

To submit Online Registration System just log on to: www.bhtpa.gov.bd

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| **For Office use**  Registration #  Date: |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Please Tick | () : | Joint Venture | | |  | Foreign |  | Local |  | |
|  |  |  | | |  |  |  |  |  | |
| Please Tick | () : | Proposed | | |  | Existing |  |  |  | |
|  |  |  | | | | | | |  | |
| Requisition for: | | LAND: | |  | | SPACE: |  | Unit |  | |
|  |  |  | | | | | | |  | |
| Name of The Park to Invest: | | |  | | | | | | |  |

>>If Required Use Separate Sheet.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. | Name of Organisation : | | | | | | | | | | | | | |
| 2. | Project Name : | | | | | | | | | | | | | |
| 3. | Name of Owner and NID No.: | | | | | | | | | | | | | |
| 4. | Head Office Full Address : | | | | | | | | | | | | | |
| House/Plot/Holding Number : | | Flat/Apartment/Floor Number : | | | | | Road Name/Road Number : | | | | | | |
| Post Office (PO)/ Post code/ZIP Code: | | Thana/Upazilla : | | | | | City/District : | | | | | | |
| Country: | | Telephone # | | | | | Fax : | | | | | | |
| Cell No.: | Email: | | | | | | | Website: | | | | | |
|  | Factory Address | | | | | | | | | | | | | |
| Mouja : | | House/Plot/Holding/Village : | | | | | Flat/Apartment/Floor/Dag : | | | | | | |
| Post Office (PO)/ Post code/ZIP Code: | | Thana/Upazilla : | | | | | City/District : | | | | | | |
| Country: | | Telephone # | | | | | Fax # | | | | | | |
| 5. | Name, Designation and NID of Principal Promoter : | | | | | | | | | | | | | |
| 6. | Address principal Promoter : | | | | | | | | | | | | | |
| House/Plot/Holding Number : | | Flat/Apartment/Floor Number : | | | | | Road Name/Road Number : | | | | | | |
| Post Office (PO)/ Post code/ZIP Code: | | Thana/Upazilla (Town/City) : | | | | | City/District/State: | | | | | | |
| Country : | | Telephone : | | | | | Fax : | | | | | | |
| Cell No.: | | Email : | | | | | | | | | | | |
| 7. | Type of Industry (following International Standard of Industrial Classification) : | | | | | | | | | | | | | |
| 8. | Nature of Proposed Business: | | | | | | | | | | | | | |
| 9. | Annual Production Capacity (name maximum 5 products) : | | | | | | | | | | | | | |
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| 10.  11.  12. | Service/Products: | | | | | | | | | | | | | |
| a ) Name/Description of the Product(s): | | b) Usage of the Product(s): | | | | | c) Manufacturing Process: | | | | | | |
| d) Cost of Project(in USD) | | e) Annual Turnover (in BDT) | | | | | f) Liquid Asset (in BDT) | | | | | | |
| 13 | Target Commercial Operation Date : | | | | | | | | | | | | | |
| Sales (%) : | | Local :...................% | | | | | Foreign : ...................% | | | | | | |
| Employees | | Local :...................% | | | | | Foreign : ...................% | | | | | | |
| 14 | **Investment :** | | | | | | | | | | | | | |
| Items | | | Local (Million Taka/Million US $) | | | Foreign (Million Taka/Million US $) | | | | | | Total (Million Taka/Million US $) | |
| 1. **Fixed Investment :** | | |  | | |  | | | | | |  | |
| Land | | |  | | |  | | | | | |  | |
| Building | | |  | | |  | | | | | |  | |
| . 15. | Machinery & Equipment | | |  | | |  | | | | | |  | |
| Other | | |  | | |  | | | | | |  | |
| 1. **Working Capital (3 months) :** | | |  | | |  | | | | | |  | |
| Total Investment (a+b) : | | |  | | | | | | | | | Million Taka | |
| Total Investment (a+b) : | | |  | | | | | | | | | Million US $ | |
| 16. | **Source of Finance :** | | | | | | | | | | | | | |
| Local Equity (Taka Million) | | |  | | Local Equity | | | | | | | | ...................% |
| Foreign Equity (Taka Million) | | |  | | Foreign Equity | | | | | | | | ...................% |
| **(a)Total Equity** | | |  | | | | | | | | | | Million Taka |
| **Total Equity** | | |  | | | | | | | | | | Million US $ |
| Local Loan (Taka Million) | | |  | | **(b)Total Loan**  **(Taka Million)** | | | | | | | |  |
| Foreign Loan (Taka Million) | | |  | |
| Total Financing (a+b) | | |  | | | | | | | | | | Million Taka |
| Total Financing (a+b) | | |  | | | | | | | | | | Million US $ |
| 17. | **Investing Country (ies)** | | |  | |  | | | | | | | |  |
| Country Name | | | | | Equity Percentage | | | | | | | | |
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| 18. | **Public Utility Service Required :** | | | | Gas: | Water: | | | | | Electricity: | | | |
| 19. | **Tax Identification Number** | | | |  | | | | | | | | | |
| 20. | **VAT Registration Number.** | | | |  | | | | | | | | | |
| 21. | **Trade Body Membership** | | | |  | | | | | **No.** | | | | |
|  | | | | | **No.** | | | | |
| 22. | **Registration Fee :** | | | |  | | | | | | | | | |
| Paid Amount : | | | | Payment Method : | | | | | | | Issue Date: | | |
| Bank Draft Number : | | | | Bank Name : | | | | | | | Branch: | | |

I hereby declare that the information provided in this application and supporting documents submitted with it are true and correct.

Signature :

Name :

Designation : (Chairman/Managing Director)

18**. Other Document to be submitted :**

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| i. | Application in prescribed form duly filled in (2 copies) |
| ii. | Certificate of incorporation along with Memorandum & Articles of Association in case of  public/Private Limited Company, joint venture agreement duly signed by the parties in case of joint  venture project (2 copies) |
| iii. | List of Shareholder/Directors |
| iv. | Copy of Trade License |
| v. | Copy of NID or Passport |
| vi. | Copy of TIN Certificate |
| vii. | Copy of VAT Certificate |
| viii. | Trade Body Membership |
| ix. | Copy of Audit Report (up to date ) (if any) |
| x. | Copy of Bank Statement (last year)/ Bank Solvency Certificate |
| xi. | List of Machineries (Local & Imported) |
| xii | Copies of Deeds/Documents in support of project land 2 copies purchase deed in case of own land,  Deed of Agreement in case of lease/rental premises. |
| xiii. | Employee Name List |
| xiv. | Summary of next 5 Year Plan. |
| xv. | Pay order/Bank draft in favour of **Managing Director Bangladesh Hi-Tech Park Authority.** |

**Investment Fee :**

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| --- | --- |
| Less than 10 Core or 1.25million USD | 200 USD or equivalent in Tk. |
| 10 Core Tk.-25 Core or 1.25 million USD- 3.125million USD | 300 USD or equivalent in Tk. |
| 25 Core Tk.-50 Core or 3.125million - 6.25million USD | 4 00 USD or equivalent in Tk. |
| Greater than 50 Core or 6.25million USD | 5 00 USD or equivalent in Tk. |