**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

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

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 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.

|  |  |
| --- | --- |
| 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) : |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| 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 |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| 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 :**

|  |  |
| --- | --- |
| 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 :**

|  |  |
| --- | --- |
|  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. |