

GREEN ECONOMIC ZONE APPLICATION AND REGISTRATION PROCESS



**GREEN
ECONOMIC ZONE**
Special Economic Zone Management Company

Step No.	Activities	Timeline	Involved Parties
Business Development			
a	Completion of Expression of Interest (EOI) form with Company Profile and Project Proposal.	Variable	Potential Investor / Marketing Dept
b	Review of Expression of Interest (EOI).	3 Days	Marketing Dept
c	Offer Letter for allocation to notify investor of Management's approval as regards application for the lease of land.	2 Days	Potential Investor / Marketing Dept / Finance Dept
d	Execution of Memorandum of Understanding on the investment project	5 Days	Investor/Marketing Dept /Legal Dept
Investment Agreement			
a	Provision of Draft Investment Agreement	Variable	Legal/Marketing Dept
b	Investment Agreement Execution (Signed and Sealed)	3 Days	Marketing Dept.
c	Down payment of minimum of 25% of total land lease to GEZ on signing the contract	7 Days	Enterprise Finance Dept.
d	Issuance of Provisional Allocation Letter	3 Days	Marketing Dept.

e	Payment of second instalment of 25% of the total sublease fee within 12 months after signing Investment Agreement while the balance of 50% of total land sublease within 48 months after execution of Investment Agreement.	Variable	Finance Dept
f	Issuance of Final Allocation Letter and Deed of Sublease	7 Days	Legal/ Marketing Dept

Enterprise Registration in GEZ with NEPZA

a	Completion and submission of the Application Form with \$1000 with the following documents: a. Feasibility Report on the Project; b. Memo and Article of Association as an FZE; c. Board Resolution to invest in GEZ and d. Board Resolution to appoint Directors for the proposed FZE.	Variable	Potential Investor
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Construction and Development Activities

a	Submission of all Building & Engineering plans and designs after completion of Enterprise Registration	2 Months	Enterprise
b	Letter of approval for building and engineering plans and designs	7 Days	GEZ Engineering Dept
c	Commencement of construction/development after approval of plan	3 Months	Enterprises
d	Inspection and Approval of all constructions prior to machinery installation	3 Days	GEZ Engineering Dept
e	Installation of Machinery and other equipment	Variable	Enterprise
f	Enterprise application to commence production	Variable	Enterprise
g	Inspection and Approval of all machinery installation and issuance of permit to commence production and operation	7 Days	GEZ Engineering Dept