



REPUBLIC OF NAMIBIA

MINISTRY OF INDUSTRIALISATION AND TRADE

INDUSTRY GRANT OPPORTUNITY FOR NAMIBIA ENTERPRISES (TO BE FILLED BY THE PROMOTER IN BLOCK LETTERS)

1. This form must be completed in ink by the applicant on his/her own hand writing and signed.
2. This application should be submitted to Ministry's Regional Office where the business is located
3. Please complete the application form by following the application guide.
4. All supporting documents must be provided. Please refer to the application for a checklist, and enquire the Ministry for guidance on additional documents.
5. All pages of copies of documents must be certified.
6. On acceptance of a complete application, an acknowledgment letter will be issued with a reference number.
7. Applicants may be requested to submit additional information, and a return period will be specified. If information is not provided in the return period the application will be closed.
8. An applicant may be requested to make a formal presentation as part of the appraisal process.
9. Ministry will review the application, and will inform the applicant of the decision. Approval, decline, or referral of an application is entirely at the discretion of Ministry.
10. The following documents must be attached to the application, ID copy, Company registration, three (3) quotations from three (3) different suppliers and business proposal / profile not more than 2 pages, good standings from NAMRA and Social Security, and applicant's qualifications (if applicable).

Please Note that incomplete forms will not be accepted.

SECTION A: INFORMATION OF THE PROMOTER

1. Name of Promoter (Name and Sur Name)	
2. Identity Number	
3. Gender of Promoter	
4. Postal Address,	
5. Contact details (Tel, Cell, Email)	
6. Promoter's educational/training background and past business experiences	

SECTION B : BUSINESS INFORMATION

1. Company / project Name	
2. Business Physical Address	
3. Region, Constituencies and Town/Village	
4. Contact person's name and Cell (if different from above)	
5. Sectors	
6. Established Date	

7. Is the business already Operational?	
8. Date of Registration and registration number	
9. Current business (products, services & annual sales)	
10. Who are your customers and how is the competition?	
11. Current number of employees	
12. Proposed No. of employees once assisted	
13. Have you ever been assisted before, (Specify) (Year and name of the institution) Type of support provided)	
14. Supplier's requested amount	

(For official use only)

Only the applicants who meet the following criteria should apply:	Yes	No
Business should be 100% owned by Namibian Citizen (mandatory)	<input type="checkbox"/>	<input type="checkbox"/>
Applicant should be 18 years and more	<input type="checkbox"/>	<input type="checkbox"/>
Business Should be registered with Business Intellectual Property Agency (mandatory)	<input type="checkbox"/>	<input type="checkbox"/>
Proof of Qualification and experience in preferred business	<input type="checkbox"/>	<input type="checkbox"/>
Promoters should provide good standing from Social Security Commission	<input type="checkbox"/>	<input type="checkbox"/>
Promoters should provide tax clearance certificate from Namibia Revenue Agency	<input type="checkbox"/>	<input type="checkbox"/>
Brief business proposal/ Company profile not compulsory (2 pages)	<input type="checkbox"/>	<input type="checkbox"/>
The business should be operational for at least 2 years	<input type="checkbox"/>	<input type="checkbox"/>
Is the requested amount within the amount of N\$ 150,000.00-N\$ 250,00.00 per applicant	<input type="checkbox"/>	<input type="checkbox"/>

Applicant Declaration

I declare that the above particulars are complete and correct and I have not withheld any required information.	
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Signature	Date
Note: A false declaration will disqualify your application or may lead to cancellation after approval	