

FORM: **GIPC/R1**



GHANA
INVESTMENT
PROMOTION
CENTRE

INVESTOR REGISTRATION FORM

UNDER THE GHANA INVESTMENT PROMOTION CENTRE ACT 2013 (ACT 865)

INFORMATION SUPPLIED WILL BE TREATED AS CONFIDENTIAL

To be completed and forwarded to:
The Chief Executive Officer
Ghana Investment Promotion Centre
P.O. Box M193, Accra

☎ +233 302 665 125-9 665125

✉ info@gipc.gov.gh

🌐 www.gipc.gov.gh

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🌐 ghanainvestmentpromotioncentre

1. Registered Name of Enterprise:
2. Certificate of Incorporation Number:
3. Head Office Location in Ghana:
 - Postal Address:
 - Plot/House No.: Street:
 - Town:
 - District:
 - Region:
 - Ghana Post GPS Address and/or Coordinates:
 - Telephone No:
 - Email:
 - Website:
4. Contact Person of Enterprise
 - Name:
 - Position:
 - Telephone No:
 - Email:
5. Authorized Agent (if any):
 - Name/Agency:
 - Telephone No: Email:
6. Enterprise location(s) if different from Head Office:
 - Postal Address:
 - Plot/House No.: Street:
 - Town:
 - District:
 - Region:
 - Ghana Post GPS Address and/or Coordinates:
7. Enterprise subsidiary information (If applicable)
 - Does the enterprise have any subsidiary operating in Ghana?
☐ Yes ☐ No

If yes, please provide details for each subsidiary:

	Name	Object(s)	Location
a.			
b.			

8. Sector of Operation:

9. Briefly describe the nature of business:

SECTION B

SHAREHOLDING STRUCTURE

10.	Shareholder Name			
	Nationality			
	Shareholding %			
	Equity (USD)			

11. Are you an investor from the diaspora?

☐ Yes ☐ No

“Diaspora” refers to Ghanaians who have migrated and are resident outside Ghana; Ghanaians born to Ghanaian parents (either one or both) living outside Ghana, described as second and third generation; the youth (who migrated from Ghana or were born abroad); descendants of enslaved Africans and all persons of African descent who have historical and cultural ties with Ghana and also have interest in Ghana’s development (Diaspora Engagement Policy for Ghana).

SECTION C

EMPLOYMENT PLAN, PROJECT COSTS & FINANCING

12. Please provide an estimate of employment expected to be generated by the Enterprise at full capacity.

Job Category	Ghanaian	Expatriate
Management		
Skilled Labour		
Unskilled Labour		
Total		

13. Total Estimated Investment (US\$):

14. Sources of Funds

Funding Source	Amount (US\$)
Equity Contribution	
• Local Equity	
• Foreign Equity	
Debt	
• Local Loan	
• Foreign Loan	
Other (please specify)	
•	
•	
Total Financing	

SECTION D

GIPC AFTERCARE SERVICES YOU MAY REQUIRE

15. Will the Enterprise require a Technology Transfer Agreement?

☐ Yes ☐ No

Technology transfer generally relates to the transfer of industrial property rights such as trademarks, trade names; technical service/expertise including feasibility studies, models, plans; know-how services; and managerial services.

16. Will the Enterprise require assistance with any of the following services? Please tick as appropriate

☐ Land Facilitation ☐ Work & Residence Permits ☐ Utility Connections
☐ Tax Guidance ☐ Others:

DECLARATION & SUBMISSION

I/We hereby declare and affirm that the information provided above is true, complete, and accurate to the best of my/our knowledge, information and belief. I/We understand and accept that any false and/or misleading information provided may constitute grounds for rejection or cancellation of registration and may also attract legal or administrative sanctions in accordance with applicable laws.

Signature: Name: Date:

DOCUMENTS CHECKLIST

Please upload/attach the following documents, where applicable.

- ☐ Evidence of Payment
- ☐ Certificate of Incorporation/Registration Certificate
- ☐ Company Constitution / Regulations/Articles or Memorandum of Association
- ☐ Office of the Registrar of Companies' Form 3/ Form 20
- ☐ Change Profile
- ☐ Beneficial Ownership Profile
- ☐ Power of Attorney (External Companies)
- ☐ Bank of Ghana Equity letter / Customs Import Documentation (if applicable)

PAYMENT DETAILS

Account Name: *GIPC IGF Collections Account*

Account Number: *1112106472901(GHS)*

Account Number: *5112106472901(USD)*

Bank Name: *National Investment Bank*

Bank Branch: *Osu*

S wift Code: *NIBGGHACXXX*

Sort Code: *05-01-11*

FOR GIPC USE ONLY

Received by: Date:

Comments: