



j Form 11A.21
Re. March,2014

JAMHURI YA MUUNGANO TANZANIA

**FOMU YA MAOMBI YA LESENI YA BIAHARA
(BUSINESS LICENCE APPLICATION FORM)**

Imetolewa na Kifungu cha 11(1) cha Sheria ya Leseni za Biashara Na. 25 ya 1972 **-(issue under section 11 (1) of Business Licencing Act No. 25 of 1972.**

- (i) Jaza fomu mbili (2) kwa maombi ya leseni Kundi "A" na fomu moja (1) kwa kundi "B" futa isiyohusika kila kwenye alama ya nyota (*) fill in two (2) form for licences in schedule "A" and one schedule "B")
- (ii) Maombi yayanayorudiwa yapelekwe moja kwa moja kwa ofisa mtoaji leseni husika (angalia makundi "A" na "B" ukurasa 3-4) kwa uamuzi baada ya kujazwa na mwombaji (applications for revenue should be sent directly to recessing officer – sec.schedule "A" and page 3 and 4)
- (iii) Maombi mapya yanayopitia ngazi zote za mwanzo (Tazama kifungu (14) niyale ya Kundi B. pekee (liem No.14(i)-(ii)applies to new licence in schedule "B" only.
- (iv) Leseni itakayotolewa bila kukamilika ngazi zinazoihusu haitatambuliwa kuwa lesenihalali.(Any license if issued without under going the prescribed procedures is illegal.)
- (v) Mwombwji atakayetoa maelezo ya uongo atashtakiwa na /au obi lake kukataliwa(an applicant who gives falls information may be sued or his application may be rejected)
- (vi) Viwango vya ada za leseni vitarekebisha mara kwa mara kulingana na kifungu cha 8(2) cha sheria ya leseni za biashara namba 25 ya mwaka 1972(License fee will be revied from time to time as per section 8(2) of act 25 1972)
- (vii) Maombi ya leseni yasihusishwe na ulipaji wa michango au malipo mengineyo yoyote yasiyoruhusu sheria hii isipokuwa ada ya leseni ya biashara ,faini au adhabu pale inapohusika chini ya sheria hii.(Compulsory Collection of fee/contribution of applicant other than those prescribed in the schedule to act 25of 1972 and in the current finance Act are illegal)

1. Jina la mwaombaji (Taja kama ni kampuni jina la biashara au mtu binafsi) Name of applicant-Cop or natural person.....
2. Namba ya Hati ya kuandikishwa (Reg./can of cen No)
.....
3. Uraia wa mwenye biashara (mwenye hisa)sharholder's
Citizenship.....
4. Anuani ya Posta/Postal Address).....
(Town/Village).....simu (telephone).....
5. Wilaya (District).....Kata (Ward).....
Mtaa (Street).....
“
6. Namba ya Kiwanja cha Biashara (Business Premises) Plot no.Block.....
Nyumba Na (house No).....
7. Namba ya leseni iliyomalizika (iwapo ni ombi jipya andika (mpya) (No. of Previous licence state if new).....tarehe ilipotolewa (date of issue).....
Tarehe ya mwisho ya kumika (expiriry date).....Ada iliyolpwa (Fee paid).

8. Namba ya mlipa kodi (Tax Player Identification Number)
TIN.....
9. Jina la Mkurugenzi au Meneja (Director/managers name)
.....
10. Aina ya Biashara inayoombwa (Line of businesss being applied for).....
.....
Tazama baadhi ya makundi ya aina za biashara kwenye fomu hii uk. 3-4 (see some of Business categories/line in the form page 3-4) kama aina ya leseni unayoomba haipo katika orodha aandike (if the line/not listed –simply write it).
11. Ikiwa lesseni inayoombwa ni kwa ajili ya tawi (branch) la biashara yako basi eleza (state whether iti is Blanch/Subsidiary license)
i) Namba ya leseni yako kuu (No of Principal licence)
ii) Ada iliyolipwa (fee paid).....
12. Umewahi kuhukumiwa kwa kosa lolote la jinai katika miezi kumi na miwili iliyopita?
Ndiyo/Hapana. Kama ndiyo eleza kosa (have you ever been convicted for any criminal offence for the last 12 months?
Yes/No. explain of yes).....
.....
13. Uthibitisho wa mwombaji (certificate of Applicant)
Ninathibitisha/ Tunathibitisha kwamba yote yaliyoelezwa hapa juu ni yakweli kama nijuavyo/tujuavyo na niaminivyo (I/we declare that the above information is correct to the best of my knowledge/our knowledge)

Tarehe ya kujaza Fomu (Date of application).....

Saini ya mwombaji na Mkurugenzi kwa niaba ya Kampuni iliyo Limited” (applicant/Dirrector
Signature).....

Mhuri (Rubber Stamp).....
14. Maoni/Uamuzi kuhusu maombi (or official us at Village/Land/hea;th and Licensing (Commitees).

| | Apewe/Asipewe | Maelezo | Tarehe | Sahihi/Muhuri |
|--|---------------|---------|--------|---------------|
| (i) Serikali ya Kijiji (maombi mapya ya vijiji Kundi B | | | | |
| (ii) Afisa wa Afya(maombi yote mapya) ya Hotel za kawaida, vilabu vya pombe, utengenezaji/ Uuzaji vyakula na vinywaji. | | | | |
| (iii) Afisa Biashara (maombi yote) | | | | |
| (iv) Afisa Mipango Miji/halmahauri ya Wilaya/manispaa/Jiji | | | | |
| (v) - halmashauri ya Wilaya/Miji/ Manispaa/Jiji - Wizara | | | | |

15. Kwa matumizi ya Ofisi tu (for official use only)

Ada iliyolipwa Shs.....Namba ya Stakabadhi.....

Ya tarehe.....200.....

Sahihi na Mhuri wa Mpokeaji

Namba ya Leseni.....ya tarehe.....200.....

Sahihi na Mhuri wa Mpokeaji

Tarehe.....200.....