



NATIONAL BANK OF ETHIOPIA
APPLICATION FORM FOR RENEWAL OF FOREX BUREAU LICENSE

Date _____

"To be filled in block letters by the bank applying for a Forex Bureau License and submitted in a sealed envelope to the Foreign Exchange Monitoring and Reserve Management Directorate, National Bank of Ethiopia."

1. Full Name of Applicant _____
2. Address of Applicant:
Tel. _____ Fax _____ P.O.Box _____
3. Location of Foreign Exchange Bureau:
 - a) Region: _____
 - b) Woreda: _____
 - c) City: _____
 - d) Kebele: _____
 - e) House No: _____
 - f) Is location the same as when bureau license was first issued or renewed?
Yes /No _____
4. Date of Issue of the Previous License: _____
5. Date of Expiry: _____
6. License Number: _____
7. Has company/provisional tax been paid? Yes/No
If Yes, please indicate tax clearance certificate number and
If No, indicate when payment is due: _____

(Please note that the National Bank of Ethiopia will not renew a license in the absence of a tax clearance certificate. Applicants are, there are, advised to pay provisional tax and obtain a certificate).

8. Full names, addresses and designations of the employees of the bureau.

9. Summary of purchases and sales of foreign exchange for the previous calendar year in United States Dollars.

	Total Purchases	Total Sales
General Public		
Interbureau		
Retain Account Balances		
Parent Bank		
National Bank of Ethiopia		
Total		

10. State any change or observation that affected your operations during the previous year. (If the space provided is inadequate, please provide the information on a separate page).

Declarations:

- a) I the undersigned hereby declare that the above statements are true and also agree to operate the Forex Bureau in accordance with the operation of Foreign Exchange Bureaux Directive No. FXD/17/2001 and any other written law governing the operation of the Forex Bureau in Ethiopia.
- b) I further declare that I am not a discharged bankrupt and I have never been convicted of fraud or embezzlement.

Full Name _____

Designation _____

Signature _____ Stamp

Note: *Attach a copy of tax clearance certificate or documentary, evidence of provisional tax payment. All information on this form will be treated as confidential and will only be used for the processing of the application.*

NATIONAL BANK OF ETHIOPIA

PARTICULARS OF THE FOREIGN EXCHANGE

BUREAU HEAD AND STAFF MEMBERS

- I. Name of Forex Bureau _____
1. Name of Head Forex Bureau _____
 2. Title _____
 3. Age _____
 4. Academic Qualification (Highest) _____
 5. Latest Position in the Bank _____
 6. Banking experience (Yrs.) _____

II. Full name, designation and specimen signature of the staff members of the propose bureau:

<u>Name</u>	<u>Designation</u>	<u>Signature</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I the undersigned confirm that the above statements are true and correct.

Name _____ Signature _____ Date _____

General Manager/Principal Officer of the Bank

NOTE: *We hereby undertake to inform the National Bank of Ethiopia of any changes of the Head of Bureau and staff members.*



NATIONAL BANK OF ETHIOPIA
APPLICATION FORM FOR A FOREX BUREAU LICENSE

Date _____

"To be filled in block letters by the bank reapplying for a Forex Bureau License and submitted in a sealed envelope to the Foreign Exchange Statistics and Monitoring Department, National Bank of Ethiopia".

1. Full name of applicant: _____
2. Address of applicant:
Tel. _____ Fax _____ P.O.Box _____
3. Location of Foreign Exchange Bureau:
 - a) Region: _____
 - b) Woreda: _____
 - c) City: _____
 - d) Kebele: _____
 - e) House No. _____

4. Declarations:

I, the undersigned hereby declare that the above statements are true and also agree to operate the Forex Bureaus in accordance with the operation of Foreign Exchange Bureaus Directive No. FXD/17/2001 and any other written laws governing the operation of the Forex Bureau in Ethiopia.

Full names, addresses and designations of the employees of the bureau

Full Name _____

Designation _____

Signature _____ Stamp