

Domestic Corporation License for Traders

Business Licensing Directorate

MoCI

Darul Aman Street, beside the House of Parliament

Telephone numbers: 2500332

Law: Afghanistan Business Code, Business activities' Regulation (Regulations of Business activities Licensing), Procedures on distribution of corporations, individuals, transit or mixed, freight forwarding, co operative companies Licensing, cooperatives, foreign trade, mixed domestic and foreign Licensing and incorporation of Foreign agencies in Afghanistan.

Documentation required:

1. Application letter from the investor.
2. National ID card of the investor
3. Measurement form (forma e sajesh) from the Business Licensing Directorate of the MoCI.
4. Corporate Statutes (Articles of Association) on the form from the Business Licensing Directorate for the MoCI.
5. Corporate Identity form from the Business Licensing Directorate of the MoCI.
6. Letter to the Commercial Court from the Business Licensing Directorate of the MoCI.

The same process is followed by domestic and foreign investors. The time to complete the process ranges from one to seven days. Five signatures are required, the final signature being that of the Director of the Business Licensing Directorate.

Cost (Fee): The cost of license itself is 500 Afs. Other fees and amounts payable are:

1. License privilege right fee 1,000Afs.
2. Registration fee 500Afs.
3. Stamp fee 250Afs.
4. Photocopy fee 200Afs.
5. Costs of forms 200Afs.

Total cost including the cost of license becomes 2,850Afs.

This license must be renewed each year. In renewal of license the following are required:

1. Application letter
2. Measurement form (forma e sajesh)
3. Corporation Identity Form

The process of renewal is the same as the initial process of obtaining the license. For renewal, however, the confirmation of Mustofiat Departments that the company has paid its taxes is necessary is needed. For renewal, there is no need for a criminal background check from Criminal Department of the MoIA and Commercial Court offices and there is no need for presenting the company's Articles of Association. Renewal takes one to two days to complete and costs Afs. 1,250.

Step by step process of acquiring the license. Steps of the process to obtain this license from the Business License directorate are the same as for the other business licenses administered by the MoCI.

See step by step process for the Transit Company's License

Note: the Measurement Form, forma e sanjesh is a printed form given to the investor by the Business Licensing Directorate. It contains:

- Company/investor name
- Date
- License No.
- Mustofiat sukook (small payment)
- Cost of the license
- The privilege right (royalty) of the license
- stamp fee
- photocopy fee
- Registration fee
- Fee for right to increase the initial capital
- Fee of photocopy of trade agent
- Cost of license in previous years.

At the bottom it has a blank place for total payable amount of money and the signature of the person who has filled it out.