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Estimated Project Time (Days): 45

PR-ELC-0644

Company incorporation in Tanzania - Tourism Business (Local Owned Company)

Date: 2024-11-05
Open Till: 2024-11-19

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Greetings from Eden Law Chambers,

Thank you for considering Eden Law Chambers as your legal partner for setting up your business in Tanzania. We are excited to support you in this important step and are committed to ensuring a seamless and efficient process.

Why Choose Eden Law Chambers?

At Eden Law Chambers, we have over a decade of experience assisting international clients with establishing businesses in Tanzania. Our proven expertise spans various industries, including import/export, manufacturing, tourism, and services. We have successfully guided numerous clients through the complex regulatory framework of Tanzania, making us the ideal partner to help you navigate the process with confidence and efficiency.

Our client-centered approach ensures that we handle all legal and regulatory aspects, allowing you to focus on growing your business.

Process Overview:

To do a Tour Operator business in Tanzania, one needs to go through the below process one after the other,

1. Incorporate a company
2. Register with Tax authorities (TIN)
3. Secure a Tour Operator registration and License
4. Secure business license
5. Register with the Social security fund and worker's compensation fund
6. Get a work & residence permit for foreign directors of the company if any.
7. Open a bank account.

The mandatory requirements at the beginning for one to start operations are no. 1 to 4. The other steps can be accomplished while operating.

Our Full Support Services:

We offer comprehensive legal and business setup services, including:

- **Company Incorporation** – We will handle the drafting and submission of all required documents for registration with the Business Registrations and Licensing Agency (BRELA).
- **Tax Registration** – We will ensure your company is registered with the Tanzanian Revenue Authority (TRA) and advise on your tax obligations, including VAT and income tax.
- **Business Licensing** – We will assist you in securing the necessary business licenses, including any Tour Operator licenses.
- **Work and Residence Permits** – We provide guidance and support in obtaining the necessary permits for foreign directors or bank account signatories.
- **Bank Account Opening** – We will facilitate the opening of a corporate bank account in Tanzania.

Estimated Costs:

The total fee for the mandatory steps to start operations in Tanzania will be **\$8,983.20**. Below please see the breakdown of our proposed fee for your consideration and approval.

#	Item	Qty	Rate	Amount
1	Virtual Office Address Provisional of office address for the purpose of registration and business setup only. (Monthly fee)	3	130	390
2	Company Registration in Tanzania Government fee (It ranges from US\$85 to US\$240, depends on the share capital of the company)	1	240	240
3	Company Registration in Tanzania Professional fee	1	350	350
4	Tax Registration in Tanzania Professional fee	1	200	200
5	Government fees - Tourism Business License (If majority shareholder is Local) Government fees (range between US\$ 500 - US\$ 5000 for local owned and US\$ 5000 - US\$ 10000 for Foreign owned) depending on number of vehicles owned by the company	1	495	495
6	Tourism Business License Professional fees	1	700	700
7	Government fees - Business License Official fee Ranges from US\$ 80 for local owned (US\$ 1000 for foreign owned)	1	80	80
8	Professional fee - Business License Application in Tanzania Professional fee	1	250	250
9	Professional fee - Bank Account Opening Professional fee for opening one bank account	1	100	100
10	Government fees - Work & Residence Permit Application for One Director in Tanzania The Permits are issued for a maximum of 2 years and can be renewed after every 2 years. There is additional fee of \$ 600 if director is in Tanzania at the time of application & grant of permits	1	4,050	4,050

#	Item	Qty	Rate	Amount
11	Professional fee - Work & Residence Permit Application, Tanzania For Drafting, and filing necessary documents to obtaining both permits	1	1,500	1,500
			Sub Total	\$8,355
			VAT (18%)	\$628.20
			Total	\$8,983.20

Estimated Timelines:

The estimated time to complete the process is 45 **days**. Below is the breakdown for each stage:

Process	Timeline (Days)
Company Incorporation	5
Tax Registration	5
Tour Operator License	30
Business License	7

Note: These timelines are estimates. We will do our utmost to expedite the process, but please be aware that final approvals depend on the respective government authorities.

Required Information:

To register a company in Tanzania, we will need the following information;

- Company Name
- Proposed/authorized share capital of the Company
- Business activities of the Company
- Name, residential address, email address, phone number, and passport-size picture of each shareholder
- Name, residential address, email address, phone number, and passport-size picture for each Director
- Proposed share structure of the company (Each shareholder will hold how many shares)
- Copy of National ID and TIN certificates for each Local Director and Shareholder, if any.
- Proposed registered office address of the company.
- Copies of passports of each foreign shareholder and director of the company.

For tax registration applications, we will require:

- One local director or a Power of Attorney to represent the company
- Duly stamped Company Office Lease Agreement (unless using our virtual office services)

Registration and License for Tour Operator, we need the following;

- Proof of having 4WD fleet of Vehicles registered under Company's name
- All tour vehicles must not be more than 5 years old from the first Registration, and should have Comprehensive insurance
- In case of Citizen owned Company(ies) applicant must have at least 1 road worth vehicle which approved to carry business of Tour Operation in the country.
- Vehicles inspection reports
- Business Plan

For Non-citizen owned Company(ies) the following additions shall apply

- Have a fleet of not less than 10 new vehicles of the type approved for tour business by the TTLB
- All tour vehicles must not be more than 5 years old from the date of the first Registration.
- Provide evidence that, the business project has been registered by Tanzania Investment Centre (TIC), and must provide copy of Certificate of Registration and Incentive from T IC.

Important Notice:

• Beneficial Ownership Requirements

In compliance with Tanzanian regulations, all newly registered companies must disclose Beneficial Ownership (BO) information within 30 days of incorporation. Beneficial Ownership disclosure involves identifying individuals who hold significant influence or control over the company, either directly or indirectly, such as through shareholding, voting rights, or other means of control.

To ensure compliance, we will guide you through the BO submission process and assist in gathering the following additional details for each Beneficial Owner:

- a. Whether or not Beneficial Owner is a Politically Exposed Person (PEP)
- b. Nature of control or influence in the company (e.g., percentage of shares, voting rights, etc.)

Eden Law Chambers will handle the necessary documentation and submissions on your behalf to ensure compliance with BO regulations. Please note that any changes in Beneficial Ownership post-registration must also be reported within 30 days to maintain compliance.

• Work and Residence Permits

If any foreign directors or bank account signatories do not possess a Tanzanian work and residence permit, securing these permits will be mandatory. We can assist with obtaining the necessary permits to ensure full compliance with Tanzanian regulations.

Should you require assistance with obtaining work and residence permits for any foreign directors or signatories, please let us know. We can either send you a separate proposal for these services or amend this proposal to include the necessary items for securing the permits.

N.B Business License

Each business activity, including safari lodges, incurs separate charges when applying for the license. Please refer to the attached Tourism Fee document for detailed costs associated with each license category relevant to your business.

Engagement and Next Steps:

If our proposal is acceptable to you, We will request you to proceed and accept this proposal online through this link

<https://client.edenlawchambers.co.tz/proposal/644/4e84d99eb560c0793d8264a141851b0a>

Once our proposal is accepted we will send you our invoice for settlement. Thereafter, we will request you to share with us the required information and clear scanned copies of the documents listed above, through email for our action.

We hope the above contains all the necessary information, we are at your disposal if you need additional information or clarification.

Feedback and Clarifications:

Should you have any questions, feedback, or require further clarification, please feel free to reach out via the discussion section on the proposal page. We are always available to assist you throughout the process.

We look forward to working with you and ensuring your business is successfully established in Tanzania.

Regards,

Isaya Michael

For and On Behalf of

Eden Law Chambers

Authorized Signature



A handwritten signature in blue ink is written over a circular blue stamp. The stamp contains the text "EDEN LAW CHAMBERS" at the top, "P. O. Box 77124" in the center, and "DAR ES SALAAM" at the bottom, flanked by two small stars.