

APPLICATION FOR OR RENEWAL OF LICENCE TO TRANSACT FOREIGN EXCHANGE BUSINESS - FORM / CBK /FXD /1

The Central Bank of Kenya Act
(Cap. 491)

Application (Tick as appropriate):

Grant of new licence		Renewal of licence		Year	
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Please use Block (Capitals) Letters

1. Name of bureau.....

2. Physical and postal address of head office/ proposed new outlet:

a) City/Town.....

b) L.R. No.....

c) Street.....

d) Building.....

e) P.O. Box No.....

f) Telephone numbers.....

g) E-mail address.....

3. Date of incorporation

4. Certificate of incorporation No.....

5. Number and date of issue of previous license.....

6. Details of existing licensed outlets:

	Name of Outlet	County	City/Town	Street	Building	Date opened
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

7. Particulars of shareholders:

	Name	Nationality	Date of acquisition	Amount of shareholding	% of shareholding
1.					
2.					
3.					
4.					
5.					
6.					
7.					

8. Particulars of directors:

	Name	Nationality	Date of appointment	Level of education
1.				
2.				
3.				
4.				
5.				
6.				
7.				

9. Particulars of the officers in the order of seniority:

	Name	Designation	Nationality	Date of appointment
1.				
2.				
3.				
4.				
5.				
6.				
7.				

10. Declaration (by Director/Secretary):

I, the undersigned, hereby declare:-

- a) THAT the particulars set out herein are true and correct to the best of my knowledge and belief;
- b) THAT if licensed, I shall transact foreign exchange business in accordance with the provisions of the Central Bank of Kenya Act and of any regulations, guidelines or directive as may from time to time be issued by the Central Bank of Kenya.

Name.....

Signature.....

Date.....

Note:

1. For purposes of renewal of license, please submit the duly completed form, the appropriate license fee and copies of the following:
 - a) certificate of incorporation;
 - b) current forex bureau license;
 - c) current tax compliance certificate;
 - d) current membership certificate to the Kenya Forex Bureau Association (KFBA);
 - e) current credit reports of the bureau, shareholders and directors from a licensed credit reference bureau;
2. For purposes of application for a new license, an applicant is required first to seek approval name from the Central Bank of Kenya and thereafter will be advised on the documents to be submitted together with the duly completed form.
3. All information provided shall be treated as confidential.