



Business Registration Procedures

Company Registration

Reservation application;
 Online Registration (<https://www.online.gov.sz/>);
 Memorandum & Articles of Association and Declaration of Compliance (Downloadable from <https://www.online.gov.sz/>);
 Director's Identity/passport copies;
 Company payment fees:

Nominal Capital	Fees
E 100-10 000	E 645
E 10 000- 30 000	E 945
E 30 000- 50 000	E 1245
E 50 000 & above	E 1845

Cooperative Formation

Please visit nearest cooperatives regional offices for assistance on the following requirements:

3 copies of By-laws;
 Application for registration form fully completed;
 Business plan & Cash flow;
 Financial Statement;
 Economic Survey Form (Feasibility Study);
 Application Letter;
 Revenue Receipt of E110.00 registration fee;
 Formation committee chairperson required to make application on official form obtained on Commissioner's office in the region;
 The application form should be signed by at least seven individuals who qualify to be members.

Trading Licence Requirement

Rural Area

King's Consent; OR
 Lease Agreement (if leasing premises);
 Copy I.D card

Additional documents in case of a Company

Memorandum & Articles of Association;
 Certificate of Incorporation/ Co-op Certificate/ Partnership Agreement;
 Forms J & C.

Urban Area

Title Deed; OR
 Lease Agreement (Leased Premises);
 Copy I.D card
 Entry permit (Non-Swazi)

Additional documents in case of a Company

Memorandum & Articles of Association;
 Certificate of Incorporation/ Co-op Certificate/ Partnership Agreement;
 Forms J & C.

Farm/Private Property

Title Deed (Owned Property); OR
 Lease Agreement (Leased Premises);
 Copy I.D card
 Minister's Authority

Additional documents in case of a Company

Memorandum & Articles of Association;
 Certificate of Incorporation/ Co-op Certificate/ Partnership Agreement;
 Forms J & C.

Liquor License Requirements:

Liquor License Officer Inspection Report;
 Police Report;
 Health Report;
 Bank Statement;
 Lease Agreement/ Title Deed;
 Plans drawn to scale;
 Memorandum of Articles & Association;
 Company Resolution;
 Form J;
 Certificate of Incorporation.