

# **KENYA PORTS AUTHORITY**

## **LICENSING QUESTIONNAIRE**

1. The attached questionnaire must be filled in all respects by all applicants for new or renewal of Port Licenses.

### **FAILURE TO COMPLETE ANY PART OR OMISSION OF ANY REQUIRED DOCUMENT WILL LEAD TO AUTOMATIC DISQUALIFICATIONS OF THE APPLICANT**

2. Every information given by the applicant shall be treated in strict confidence.
3. The Authority reserves the right to accept or reject any application without giving any reason to the applicant and the decision to accept or reject any company shall be the sole discretion of the Authority.

NB: Applicants should note that any information given in this questionnaire and later is found to be incorrect shall also render the applicant to be disqualified.

1. Name of the Company/Applicant
2. Nature of Business
3. Registered Office and physical address
4. Name and Nationalities of the Directors
  - (i) .....
  - (ii) .....
  - (iii) .....
  - (iv) .....
5. Do you have any other business in the port?
6. How long have been operating in the port?
7. Attach the following documents (photocopies)
  - (i) Current Municipal Single Business Permit
  - (ii) Certificates of Registration
  - (iii) Insurance Cover covering liability for the employees (operators)
  - (iv) Two (2) letters from (2) Ships Agents (if applicable)

**DECLARATION**

I/We .....on behalf of .....

Declare that the above information is correct to the best of my/our knowledge.

Signed .....Date .....

Position .....

# KENYA PORTS AUTHORITY

## APPLICATION FOR OPERATING LICENCE

*(To be completed in 3 Copies)*

1. Type of business .....
2. Last or Family Name .....
3. ID/Passport No. ....
4. Nationality.....
5. Business Address & Residential Address i.e. Plot No. ....  
House No. ....Area .....Town .....
6. Do you run any other business in the Port? YES/NO  
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### PART “B” (TO BE COMPLETED BY CUSTOMS)

I do not object to the issue of a license to the above named because .....

Signature  
Over Official Stamp

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### PART “C” (TO BE COMPLETED BY THE HEAD OF SECURITY SERVICES)

I do not object to the issue of a license to the above named because .....

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### PART “D” (FOR OFFICIAL USE)

Application                      APPROVED/NOT APPROVED

License No. ....

Date Issued.....