



APPLICATION FORM FOR AN IMPORTER OF ELECTRICAL MATERIALS AND EQUIPMENT CERTIFICATE

Application No:	Date Received:
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Please fill the entire form and attach copies of business registration documents including NRA Certificate

1. Certificate Type: Importer
2. Type of Ownership ☐ Sole Proprietorship ☐ Partnership ☐ Limited Partnership ☐ Limited Liability Company ☐ Other (Please specify)
3. Company Contact Details: Business Name: _____ Business Address: _____ Phone No.: _____ Email Address: _____
4. Contact Person: Name: _____ Designation: _____ National ID No: _____ Phone No.: _____ Email Address: _____
5. Indicate materials and equipment Imported: a) Generation equipment, including generation sets b) Transmission and Distribution equipment c) Cables, wires & Electrical appliances d) Motors and accessories e) Other (please specify) _____

6. The source and specification of the material and equipment: (please state/attach list with details)

13. STATEMENT OF OWNER

I certify that I shall maintain the required insurance and that I shall comply with all the applicable laws relating to electricity and any other Standards in force in Sierra Leone, at any given time.

I understand that providing false information on this application or in any report to the Commission may result in civil or criminal penalties or a revocation of the certificate.

Name: _____

Signature: _____ Date Signed: _____

A corporate applicant for a certificate to sell electrical material and equipment shall provide the following additional information in respect of the application for a certificate-

- (a) business registration certificate;
- (b) particulars of facilities and equipment; and
- (c) annual reports for preceding 2 years including a financial statement and a summary of electrical industry activities undertaken during the period.

For Official Use Only		
Recommended for Registration by:		
Effective Date (DD/MM/YY)	Expiration Date (DD/MM/YY)	
Registration No.:		
Issue Date (DD/MM/YY):	Processor:	Payment reference(s):

CHECKLIST: ELECTRICAL MATERIALS AND EQUIPMENT IMPORTER

1. Filled application form
2. Business registration certificate
3. Copy of M&A (memorandum and articles of association)
4. ID Card of contact person
5. NRA Certificate
6. List of Electrical Materials and equipment Imported
7. Test certificate of Electrical Materials and equipment by Standard Bureau or third party



Sierra Leone Electricity and Water Regulatory Commission
Supporting Efficient and Sustainable Delivery of Electricity and Water Supply Services

Address: No. 55 Berwick Street, Freetown



Address: No. 1 Samuel Banister Drive, Wilberforce

APPLICATION FORM FOR SELLER OF ELECTRICAL MATERIALS AND EQUIPMENT CERTIFICATE

Application No:

Date Received:

Please fill the entire form and attach copies of business registration documents including NRA Certificate

1. Certificate Type:

- ☐ Large Electrical Shop:
- ☐ Medium Electrical shop:
- ☐ Small Electrical Shop:

2. Type of Ownership

- ☐ Sole Proprietorship ☐ Partnership ☐ Limited Partnership
☐ Limited Liability Company ☐ Other (Please specify)

3. Company Contact Details:

Business Name: _____

Business Address: _____

Phone No.: _____

Email Address: _____

4. Contact Person:

Name: _____

Designation: _____

National ID No: _____

Phone No.: _____

Email Address: _____

5. Indicate materials and equipment sold:

- a) Generation equipment, including generation sets
- b) Transmission and Distribution equipment
- c) Cables, wires, Electrical appliances
- d) Motors and accessories

e) Other (please specify) _____
6. The source and specification of the material and equipment: <i>(please state/attach list with details)</i>
13. STATEMENT OF OWNER <i>I certify that I shall maintain the required insurance and that I shall comply with all the applicable laws relating to electricity and any other Standards in force in Sierra Leone, at any given time.</i> <i>I understand that providing false information on this application or in any report to the Commission may result in civil or criminal penalties or a revocation of the certificate.</i> Name: _____ Signature: _____ Date Signed: _____

For Official Use Only		
Recommended for Registration by:		
Effective Date (DD/MM/YY)	Expiration Date (DD/MM/YY)	
Registration No.:		
Issue Date (DD/MM/YY):	Processor:	Payment reference(s):

CHECKLIST: ELECTRICAL MATERIALS AND EQUIPMENT SELLER

- a) Filled application form
- b) Business registration certificate
- c) ID Card of contact person
- d) NRA Certificate
- e) Electrical Materials and equipment list and purchase invoices/receipt