



<u>FOR OFFICIAL USE</u>
Date Application Received:.....
Licence Fee Paid.....
Date of Payment.....
Receipt No:.....
Date Licence Issued.....
Licence No:.....

**FIRST SCHEDULE
(Regulation 3)**

**PART I
ENERGY REGULATION BOARD**

FORM OF APPLICATION FOR A LICENCE

To: The Chairman
Energy Regulation Board

1. Full name and registered address of the applicant(s) and its Designated Representative(s) and the company's number of registration

2. Full names of the current Officers and Directors of the applicant, their residential addresses, nationality and other affiliations and background including full disclosure of an interest in any other licensed entity engaged in the energy sector in Zambia and the company's registered number

3. This application is for a licence to -----

4. Brief listing of the applicant and its operations, including the facilities operated by it and technical and financial capabilities (e.g. audited financial statement)

5. Details of any licences held, applied or being applied for by the applicant or operating an undertaking-----

6. Where a holding of 10 percent or more of the shares and/or debt of an applicant is held by a single person or body corporate or partnership or an unincorporated association carrying on a trade or business with or without a view to profit, the name(s) and address(es) of the holders of such shares or provider of such debt:

7. A clear description of the actual or proposed location of the operation of the undertaking, specifying the nature and extent of the proposed development

8. A statement of the extent (if any) to which the applicant considers it necessary to seek compulsory acquisition of land or rights over land

9. The date when the proposed undertaking is expected to be commissioned

10. Desired date from which the licence is to take effect -----

Signed by the designated representative

For and on behalf of -----

Signature: ----- **Date:** -----

Notes

Note 1: Reference as to Shares (item 6):

- (a) in relation to an application with a share capital, refer to allotted shares;
- (b) in relation to an applicant with capital, refers to rights shares in the capital of the applicant; or
- (c) in relation to an application without capital, refers to interests:
 - (i) conferring any right to share in the profits or liability to contribute to the losses of the applicant; or
 - (ii) giving rise to an obligation to contribute to the debts or expenses of the applicant in the event of a winding up.

Note 2: The description required under item 7 should enable the areas, location or premises concerned to be adequately and readily identified, by map if the applicant so desires or by any other convenient means. The following examples of descriptions that might be used are not exhaustive and are by way of illustration only. The area or premises might be identified by the name or the customers and/or normal postal address of the premises to be supplied; described by reference to a named street or road, town, city, village, district or other accepted boundary, such as Local Authority area or described by reference to certain other characteristics such as the type of the premises or the maximum electrical demand to be met at those premises.

Note 3: “Designated Representative” means that person within Zambia who is authorized to receive and sign all legal papers for the applicant and/or to whom all enquiries about the applicant may be addressed.

Note 4: Where for any question, insufficient space has been provided, the applicant may use separate pieces of paper.

PART II

DOCUMENTS AND PARTICULARS TO BE SUBMITTED WITH AN APPLICATION FOR A LICENCE

1. Current statement of the accounts kept by the applicant including those accounts in respect of any undertaking carried on by him (if any) showing the financial state of affairs of the applicant and the profit or loss as well as the statements for the most recent period, together with copies of the latest audited annual accounts if available.
2. An outline statement of the proposals, for the undertaking, for the next five years.
3. Details of any expected subsequent substantial capital outflows including major decommissioning costs.
4. Estimates of net annual cash flows for subsequent periods sufficient to demonstrate the financial security and feasibility of the project(s) to which the application relates.

SECOND SCHEDULE

(Regulation 3, 6 and 7)

	<u>Fee Unit</u>
1. For an application for a licence to operate an undertaking, 0.1 percent of cost of an undertaking or cost of establishing an undertaking	
2. For inspecting an application or being furnished with an application by the board	2,000
3. For lodging an objection to the grant of a licence	5,000