

## **Instructions for registration as an industrialist at IDA**

An application for the Registration as an industrialist should be submitted in the specific form available along with the following supporting documents listed under each category with originals and photocopies.

- **Individual Business (Sole Proprietorship)**
  - Individual Business Registration Certificate (BRC) or Certificate from GS
  - A Photo Copy of the National Identity Card of the Proprietor
  - 02 passport size colour photographs(for ID Card)
  
- **Partnership Company**
  - Partnership Registration Certificate
  - A photocopy of the National Identity Card of a partner who had signed the application
  - 02 passport size colour photographs(for ID Card)
  
- **Limited Liability Company (Private/Public)**
  - Certificate of Incorporation
  - A Photo Copy of the National Identity Card of the MD/Director who had signed the application
  - 02 passport size colour photographs(for ID Card)

### **General Conditions**

1. Industrialist should be permanent resident in the Western Province.
2. Manufacturing products/services should be up to satisfied quality and it should make according to the general standards of Sri Lanka.
3. Industrialist is required to provide correct details about your business and IDA offers will visit the premises before approve the registration.
4. Registration fee for two years is Rs.500.00 and you will receive valid Registration certificate from IDA.
5. To get the Identity card as registered industrialist you need to pay additional Rs.500.00 along with two passport size colour photographs.
6. Industrialist is not permitted to use IDA name or Logo without approval of the management of IDA.
7. Registration is valid till two years from the date of registration with IDA.
8. Management of IDA can terminate your membership at any time with giving 14 days prior notice.
9. Membership charges are non-refundable and it will not refund due to any reason.