

# TIMBER INDUSTRY DEVELOPMENT DIVISION

TIDD FORM R/1

## APPLICATION FOR REGISTRATION AS EXPORTER OF TIMBER & WOOD PRODUCTS

1. Name of Company:.....
3. Business Address:.....  
.....  
Location:.....
3. Tel N<sup>o</sup>:..... E-Mail/Fax:.....
4. Type of Operation:.....
5. Location of Main Office (Town).....
  - (i) House N<sup>o</sup>:.....
  - (ii) Street:.....
6. Location of Export Office:.....  
Tel N<sup>o</sup>: .....
7. State Names and Addresses Of Bankers Which Will Handle  
Export Document:.....  
.....
8. Please State Products to be Traded In
  - (A) Sawntimber
  - (B) Veneer
  - (C) Plywood
  - (D) Furniture/Furniture Parts
  - (E) Blockboards
  - (F) Chipboard
  - (G) Curls
  - (H) Others (Specify):.....
9. State Source of Supply of Product(s)/Raw Materials  
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10. Is Your Company Registered In Ghana?.....  
Please Attach The Following:

- i Photostat Copy of Certificate of Incorporation
- ii Photostat Copy Certificate to Commence Business
- iii Copy of Regulations of the Company
- iv Current Income Tax Clearance Certificate
- v Evidence of Source of Raw Material

11. Names, Nationalities and Addresses of Directors

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12. (a) State Company's Current Immigration Quota

Allocation, If Any:.....

(b) Give Details of Immigration Quota Holdings

At Present

Name of Holder:.....

Nationality:.....

Age:.....

Occupation:.....

Post Held:.....

13. State Targeted Monthly Volumes to be traded (You may complete on a separate sheet)

Product:.....

Volume:.....

14. Do you intend to invest in Manufacturing in the future:

(State Products)

.....

15. State total number of employees:

a. Expatriate Staff:.....

b. Ghanaian Staff:.....

**CONDITIONS OF REGISTRATION**

All Registered Trading Company shall strictly comply with following rules and any other instructions and directives which may be issued from time to time by the Division.

- (A) All Exporters shall submit statistical returns on all shipment of Lumber, Veneer, Plywood and all other wood products to the Division by the fourteenth day of the month immediately following the month in which the shipment was made.
- (B) All shipment of products of any kind attracts an export levy of 1½% of the gross cedis FOB to TIDD and all shipping invoices shall be prepared to reflect such levies.
- (C) All amounts due in respect of (A) above shall be deducted at source by the negotiating bank and credited to the Timber Export Levy Collection Account of the Division with the harbour branch of the Ghana Commercial Bank, Takoradi, within one week of the negotiation of shipping documents and copies of the exporters orders to the negotiating Bank lodged with the Timber Industry Development Division.
- (D) The Registration expires December 31, and it renewable.
- (E) All contracts shall be clearly claused to effect the commission payable in B above.
- (F) The Division reserves the right to suspend or cancel the registration of any Exporter.
- (G) The Registration by the Division of any company as an Exporter of Timber and Timber Product is not a warranty, condition, recommendation or any undertaking that such Exporter has good quality products or has complied with specifications, conditions and warranties in a contract or agreement entered for the purpose.
- (H) The Division shall not be liable in any way or manner for any default, non performance, non compliance, non delivery under any contract relating to Timber Products by a registered Exporter.

**SIGNATURE OVER COMPANY STAMP**

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DATE:.....

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**NAME AND RANK OF OFFICER**