



NAIROBI CITY COUNTY

SINGLE BUSINESS PERMIT

Effective Date: **17 Feb 23** Expiry Date: **16 Feb 24** Duration: **12 Months**

Nairobi City County grant this Business Permit to

Applicant / Business / Commercial Name: **BOOKSMART CONSULTANCY LIMITED -**

Permit ID: **SBP-2A1F6003** KRA Pin: **P051642956N**

To engage in the activity/business or occupation of **Technical and Financial Services**

Activity Code: **695-Other professional and technical services with 1 computer/1 machine- LIASON OFFICE**

Having Paid a business Permit Fee of KES: **10,200**

Amount in words *****Ten Thousand Two Hundred Shillings Only*****

Business under this permit shall be conducted at the address as indicated below

Sub County **Westlands** Ward **Parklands/Highridge**

P.O Box: **39549-00623** Plot No: **-**

Road Street: **PARKLANDS ROAD**

Building: **PARKSUITES** Floor: **-** Door / Stall No: **-**

Date of Issue **17 February 23** By order of



Notice: It is an offence to give false information. Granting this permit does not exempt the business identified above from complying and any other relevant laws and regulations as established by the Government of Kenya and Nairobi City County.

TERMS AND CONDITIONS FOR THE LICENCE

This licence is issued under section 12 of the Act subject to the following terms and conditions: -

1. Compliance with the provisions of the Nairobi City County Trade Licensing Act and subsidiary Legislation.
2. The licence shall be valid for trade and areas specified in the licence.
3. The licence holder must notify the Director of any changes in the nature of trade, directorship or ownership of the business, location of business or cessation of trade.
4. The licence is a Nairobi City County Government property and must be displayed in a conspicuous place within the business premises and the licence holder must produce the licence whenever an authorized officer requires him or her
5. The licence shall apply to only one business or trade.
6. A Permit can be cancelled or suspended if any of the conditions in the Nairobi City County Trade Licensing Act, 2019 is Contravened.
7. Renewal of this Permit shall be done on Expiry Date to after 12 months from the date of payment.
8. The owner of the business should notify director trade Licensing in writing once s/he closes the business and the License to be surrendered to the same office.
9. The owner of the business should not sell/display their goods outside their licensed premises.
10. A person who forges or alters a licence without authority commits an offence and shall be liable on conviction to a fine not exceeding Kenya shillings fifty thousand or to imprisonment for a term not exceeding three months, or both.
11. A person who fails or neglects to renew a licence as required and continues to operate the business or trade commits an offence and shall be liable on conviction to a fine not exceeding Kenya shillings fifty thousand or to imprisonment for a term not exceeding three months, or to both.

