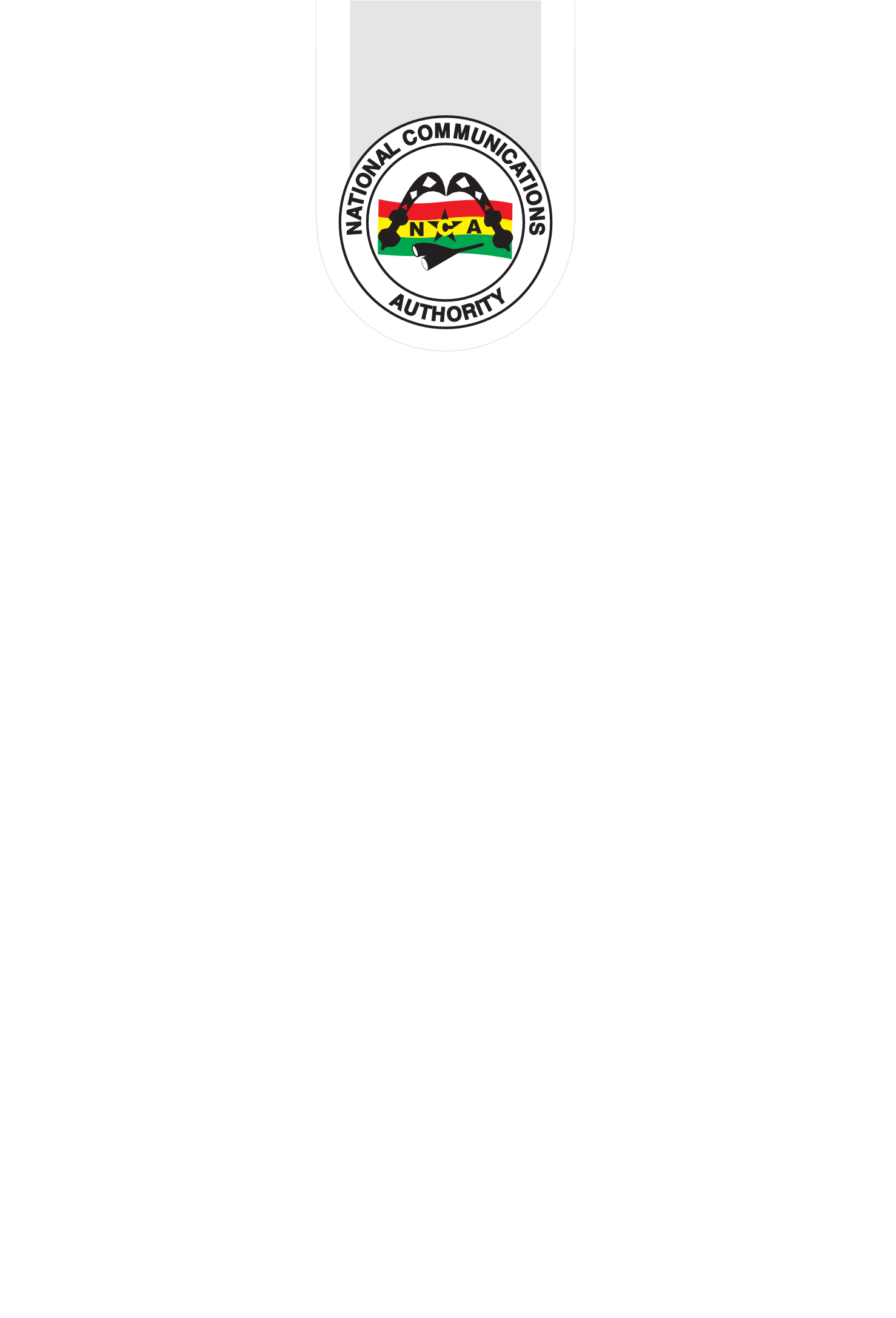
# NATIONAL COMMUNICATIONS AUTHORITY (NCA), GHANA

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|  |
| **Customer Registration Form - Company**  **NCA FORM AP01B** |
| \*This should be completed by Companies doing business with the Authority for the first time\* |

**Date:**

*(Submission Date)*



Application Checklist. Tick (x) in box

* A completed application form
* Certificate of Incorporation
* Company Regulations including shareholding records
* Copy of National ID Card of the Authorised

Representative

# Customer Registration Form - Company

\*This should be completed by Companies doing business with the Authority for the first time\*

|  |  |  |
| --- | --- | --- |
| **1.0 Administrative Information** (to be filled by Applicant) | | |
| 1.1 | Registered Name of Company | SWEET MELODIES FM LIMITED |
| 1.2 | Registered Trade Name (if any) |  |
| 1.3 | Country of Registration | GHANA |
| 1.4 | Taxpayer Identification Number (TIN) | 124V020006 |
| 1.5 | Company Registration Number from  the Registrar General Department | CA-30, 030 |
| 1.6 | Company Registration Expiry Date |  |
| 1.7 | Date of Incorporation | 05TH DECEMBER, 2006 |
| 1.8 | Physical Location / Registered Office (Name of Building) | HN0, 13, TENTH CLOSE, SOUTH ODORKOR |
| 1.9 | Street Name/Number |  |
| 1.10 | Country | GHANA |
| 1.11 | Region | GREATER ACCRA |
| 1.12 | District | ACCRA METROPOLITAN |
| 1.13 | Town/City | ACCRA |
| 1.14 | Postal Address | P.O. BOX 3903, ACCRA |
| 1.15 | Digital Address (GhanaPost GPS) |  |
| 1.16 | Telephone |  |
| 1.17 | Mobile Phone |  |
| 1.18 | Website |  |
| 1.19 | E-Mail Address |  |
| 1.20 | Fax (where applicable) |  |
| 1.21 | Number of Employee(s) |  |
| 1.22 | Date of Creation | For Administrative Use Only |
| 1.23 | Date of Last update | For Administrative Use Only |
| 1.24 | Applicant Category | For Administrative Use Only |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **2. Directors / Shareholders** (to be filled by Applicant) | | | | |
| 2.1 Directors | | | | |
| No. | Name of Directors | Nationality | Address | Tax Identifica- tion Number (TIN) |
| 1 | ADELAID HEWARD MILLS | GHA | HN0, A 170/20, 5TH SOUTH ODORKOR, ACCRA |  |

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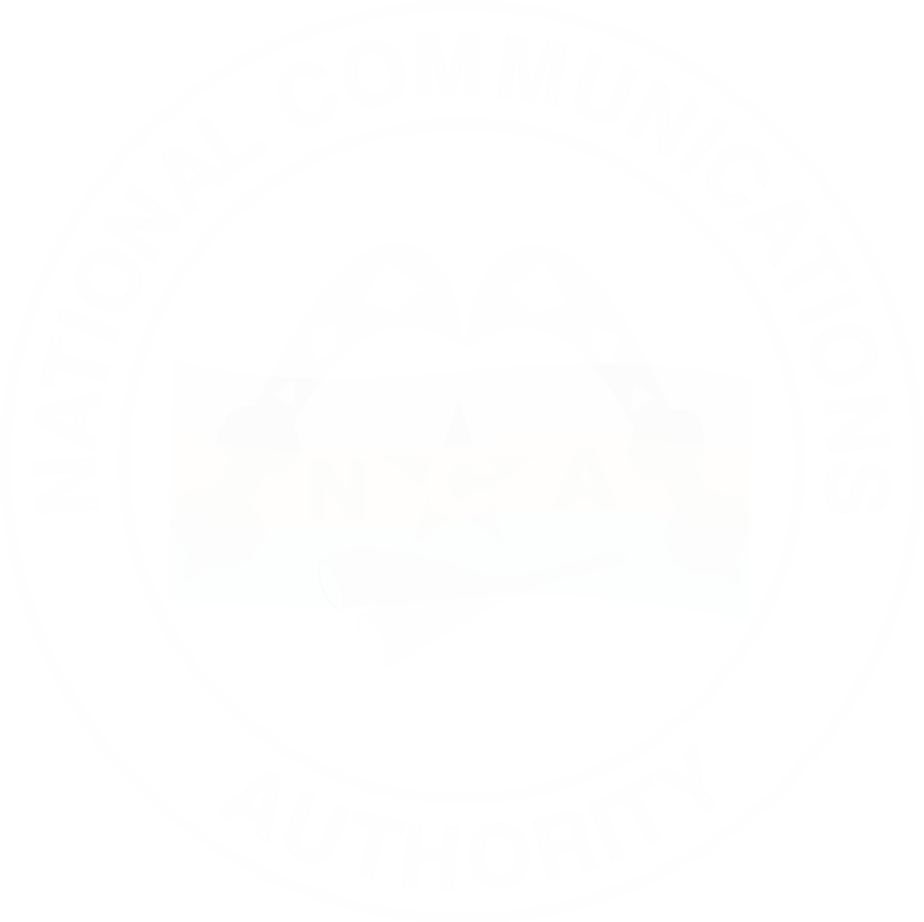
|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 2 | EMMANUEL SACKEY | GHA | | PLOT N0. 79 NEW BORTIANOR, ACCRA |  |
| 3 | EDWARD ADDY | GHA | | PLOT N0. GDA/192/A, NEW BORTIANOR, ACCRA |  |
|  |  |  | |  |  |
|  |  |  | |  |  |
|  |  |  | |  |  |
|  |  |  | |  |  |
| 2.2 Shareholders (holding 5% or more shares) | | | | | |
| No. | Names of Shareholders | Share- holding (%) | Nation- ality | Address | Tax Identifica- tion Number (TIN) |
| 1 | ADELAIDE HEWARD MILLS | 20 | GHA | HN0, A 170/20, 5TH SOUTH ODORKOR, ACCRA | P0000664081 |
| 2 | EMMANUEL SACKEY | 20 | GHA | PLOT N0. 79 NEW BORTIANOR, ACCRA | P0000025879 |
| 3 | EDWARD ADDY | 20 | GHA | PLOT N0. GDA/192/A, NEW BORTIANOR, ACCRA |  |
| 4 | AMELIA AIDOO | 20 | GHA | P.O. BOX 3903, ACCRA |  |
| 5 | CHARLES OSEI | 10 | GHA | P.O. BOX 3903, ACCRA |  |
| 6 | AKOSUA GYAMA BUSIA | 10 | GHA | P.0. BOX LT 734 LARTEBIOKORSHIE ACCRA |  |

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| --- | --- | --- |
| **3. Technical Contact- person to be contacted on Technical/Engineering issues**  (to be filled by Applicant) | | |
| 3.1 | Title | MR  NOTE:  - If needed please use more than one copy of this page. |
| 3.2 | Position | DIRECTOR |
| 3.3 | First Name | EMMANUEL |
| 3.4 | Middle Name |  |
| 3.5 | Surname | SACKEY |
| 3.6 | Telephone |  |
| 3.7 | Mobile Phone |  |
| 3.8 | Website |  |
| 3.9 | E-mail Address |  |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **4. Financial Contact- person to be contacted with respect to invoices and payments**  (to be filled by Applicant) | | |
| 4.1 | Title | MR |
| 4.2 | Position | DIRECTOR |

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|  |  |  |
| --- | --- | --- |
| 4.3 | First Name | EDWARD |
| 4.4 | Middle Name |  |
| 4.5 | Surname | ADDY |
| 4.6 | Telephone |  |
| 4.7 | Mobile Phone |  |
| 4.8 | Website |  |
| 4.9 | E-mail Address |  |



|  |  |  |
| --- | --- | --- |
| **5. AUTHORISED REPRESENTATIVE** - Person authorised to sign documents and apply for services | | |
| 5.1 | First Name | ADELAIDE |
| 5.2 | Middle Name | HEWARD |
| 5.3 | Surname | MILLS |
| 5.5 | Telephone |  |
| 5.6 | Mobile Phone |  |
| 5.7 | Website |  |
| 5.8 | E-mail Address |  |

|  |  |  |
| --- | --- | --- |
| **6. Attached Documents** (to be attached by Applicant) | | |
| No. | Document Name | Check if attached |
| 6.1 | Company Registration Certificate (copy) |  |
| 6.2 | Company Regulations (copy) |  |
| 6.3 | Valid National ID of the Authorised Representative(s) (copy) |  |
| 6.4 | Tax Clearance Certificate (Not applicable to start ups) |  |
| 6.5 | SSNIT Clearance Certificate (Not applicable to start ups) |  |
| 6.6 | Any Other Relevant Document(s) |  |

|  |  |
| --- | --- |
| **7. Service(s) Applied for** | |
| 1. | COMMERCIAL FM RADIO AUTHORISATION |
| 2. |  |
| 3. |  |
| 4. |  |

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Signature of Authorised Representative/Seal:

Date of Submission: / /

dd / mm / yy

I/We **SWEET MELODIES FM LIMITED** hereby certify that the information supplied in this application form is true in all respects and I/We hereby give undertaking that upon grant of the Licence/Authorisation, I/We shall abide by the terms and conditions upon which the Licence/ Authorisation is granted. I/We accept that my/our Licence/ Authorisation may be revoked and the appropriate penalty/ penalties applied if it is established that I/We have been granted Licence/Authorisation based on incorrect information. I/We further undertake to abide by all existing ITU Regulations and Communications laws of the country as well as other rules, regulations and directives that may be issued.

**8. Undertaking:**

|  |  |  |
| --- | --- | --- |
| **9.0 For Administrative use Only** | | |
| 9.1 | Customer ID |  |
| 9.2 | Name of Employee who received the application |  |
| Date of Application receipt: / /  dd / mm / yy Signature/Seal: | | |

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