

Start■■  
 Procedure■■ 1■■  
 •■■ Name■■ Clearance■■  
 Certificate■■  
 Procedure■■ 2■■  
 •■■ Pay■■ stamp■■ duty■■ at■■  
 a■■ Bank■■  
 Procedure■■ 3■■  
 •■■ Register■■ RJSC■■  
 Procedure■■ 4■■  
 •■■ Make■■ a■■ company■■  
 seal■■  
 Procedure■■ 5■■  
 •■■ Open■■ a■■ Bank■■  
 Account■■  
 Procedure■■ 6■■  
 •■■ Obtain■■ a■■ Trade■■  
 License■■  
 Procedure■■ 7■■  
 •■■ Obtain■■ a■■ TIN■■  
 Certificate■■  
 Procedure■■ 8■■  
 •■■ VAT■■ Registration■■  
 Procedure■■ 9■■  
 •■■ Registration■■ with■■  
 BOI■■  
 End■■

Business Startup Process in Bangladesh Bangladesh has made remarkable progress in raising incomes, reducing poverty and  
 Following is the detailed summary of those procedures, along with the estimated time and cost. Procedure 1: Name Clearance

Required Document No document is required Time 1 day Fee BDT 3,000 for the Articles of Association + BDT 50 for a certificate  
 Required Document 1. Name clearance certificate 2. Memorandum and Articles of association 3. Filled in Form I: Declaration  
 Fee

Private Company (Companies Act, 1994) Stamps For affixing on the Memorandum of Association: BDT 500.00 For affixing on  
 Contact Head Office of RJSC: TCB Bhaban, 1 Kawran Bazar, Dhaka-1215, Bangladesh TEL: 8189401, 8189403, FAX: 8189403

Required Document 1. Application Form 2. National ID Card of the Entrepreneur 3. Holding Tax Payment receipt 4. Recent Photo  
 Dhaka North City Corporation (DNCC) Nagar Bhaban, House # 81, Gulshan, Dhaka 1212 Phone: +88-02-9896111 Fax: +88-02-9896111

Required Document 13. Application Form 14. National ID Card of the Entrepreneur 15. Holding Tax Payment receipt 16. Recent Photo  
 Fee Application Fee: BDT 10.00 License Fee: Ranges from BDT 1000-20000 which depends on the nature /type of the business  
 Dhaka North City Corporation (DNCC) Nagar Bhaban, House # 81, Gulshan, Dhaka 1212 Phone: +88-02-9896111 Fax: +88-02-9896111

Required Document 1. Fill-up an application form 2. Enterprise Trade License. 3. Bank Solvency Certificate. 4. Owners 02 photographs  
 Legal Basis of the Registration

The Investment Board Act-1989

Responsible Agency Board of Investment (BOI) Process Step Step 1: Collect a local investment registration form from Registrar  
 Required Document

1. Application in duly filled in prescribed form 2. Trade License 3. Certificate of Incorporation along with Memorandum of Association  
 Fee

Registration fee for local Investment Registration fee for foreign Investment Amount (BDT) Required fee(BDT) Amount (BDT)  
 Contact Board of Investment Prime Minister's Office JibanBima Tower (19th Floor) 10 Dilkusha C/A, Dhaka-1000, Bangladesh