

Use of National Emblems

Overview

This service is mainly a formal request to use the Flag and the Coat of Arms of the Republic of Botswana by local companies, enterprises etc.

Who is eligible?

Companies, Organisations and other Independent Enterprises that are not part of Government of Botswana.

How do I get this service?

A formal Request is sent to the Permanent Secretary to the President. The letter should include the Company Registration, Directors and clear mandate of the company, organisation etc.

What supporting documents are required?

- Letter from the applicant bearing Postal Address, phone number and reasons for request
- Certified Copy of valid national identity card from applicant
- Company profile, for businesses
- Copy of Company Registration/ Certificate of incorporation, samples and pictures indicating how the national symbol will be used.
- Copy of Shareholders and Director's information.

How long will this service take?

A response is done in ten (10) days .

How much does it cost?

There is no cost.

Where can I obtain this service?

Office of the President.

P/Bag 001

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Where can I get more information on this Service

Office of The President

Public Relations, OP.