



# APPLICATION FORM FOR PROJECT REGISTRATION

To be filled by Contractor applying for Project Registration

Name of Contractor: .....

Registration Details (In the appropriate field of the project being applied for):

Type: B  C  E  M  SPB  SPC  SPE  SPM  Class:.....

(Legend: B=Building, C=Civil Works, E=Electrical, M=Mechanical, SP=Specialist in B, C, E, or M)

Role in Project : Main Contractor  Nominated Sub-Contractor  Domestic Sub-Contractor   
(Please tick accordingly)

<p><b>If Main Contractor:</b> (Please attach additional sheet if there are more than one subcontractors)</p> <p>Name of Subcontractor: ..... .....</p> <p>Type: ..... Class:.....</p> <p>Brief Description of Works to be executed by the Subcontractor:..... .....</p> <p>Value of works engaged to Sub Contractor (Including costs for materials, labour, taxes etc): .....</p>	<p><b>If Sub Contractor:</b></p> <p>Name of Main Contractor: ..... .....</p> <p>Type: ..... Class:.....</p> <p>Is the Project registered by the Main Contractor? (Please tick accordingly) Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, indicate Registration Sticker number: .....</p>
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Name of Project:.....

Type of project: B  C  E  M  SPB  SPC  SPE  SPM   
(Legend: B=Building, C=Civil Works, E=Electrical, M=Mechanical, SP=Specialist in B, C, E, or M)

Project Location: Plot No: ..... Block No.: ..... Street/Village:.....  
Suburb/Area: ..... District/Town: ..... Region:.....

Landmark feature in neighbourhood to the project: .....  
(e.g 'adjacent to Simba Hotel'.)

Brief Description of Works:.....  
.....

Total Project Value as per design estimates (Including costs for materials, labour, taxes etc): .....

This Contract Value: .....

Start Date:..... Finish Date:.....

Contractor's Technical Representative at Site:

Name:..... Academic qualifications:.....  
(e.g. FTC, BSc, MSc. etc.)

Mobile: ..... E-mail:.....

**For a Building Project:**  
(As per design) Building Permit No.:..... Issuing Authority:.....

Number of storeys:..... Total Built up area (m<sup>2</sup>):.....

**Project Client:**

<b>Client Name:</b> .....	<b>Tel.:</b> .....
<b>Box:</b> .....	<b>Fax:</b> .....
<b>Mobile:</b> .....	<b>Region:</b> .....
<b>Town:</b> .....	<b>Email:</b> .....

<b>Consultants:</b>	
<b>Architectural Firm:</b> .....	<b>Engineering Firm:</b> .....
.....	.....
<b>Architect's Technical Representative at Site:</b>	<b>Engineer's Technical Representative at Site:</b>
<b>Name:</b> .....	<b>Name:</b> .....
<b>Academic qualifications:</b> ..... <b>Mobile:</b> ..... <i>(e.g. DipArch, BArch, MArch. etc.)</i>	<b>Academic qualifications:</b> ..... <b>Mobile:</b> ..... <i>(e.g. FTC, BSc, MSc. etc.)</i>
<b>E-mail:</b> ..... <b>Stamp:</b> .....	<b>E-mail:</b> ..... <b>Stamp:</b> .....

<b>Processing fee Payment mode:</b> <i>(Tick as appropriate)</i>	<b>Cash</b> <input type="checkbox"/>	<b>Cheque</b> <input type="checkbox"/>	<b>Money fax</b> <input type="checkbox"/>
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**Declaration:**

I .....declare that, to the best of my knowledge,  
*(Name of Authorized person [with Power of Attorney] lodging the Application)*  
all the information provided above is true and correct and will abide to the Terms & Conditions for Project Registration as described below.

Position: ..... Signature: ..... Date:.....

Mobile No..... E-mail: ..... Stamp:.....

**Terms and Conditions**

- Please ensure that all requested information is dully filled, use the following checklist to ensure that your Application has the necessary attachments;
  - Power of Attorney (If not signed by Managing Director)
  - Letter of Acceptance of Offer to perform Works/ Contract Agreement
  - Drawings *(For Buildings)*: Approved Floor Plan and Vertical section on A4/A3
  - Building Permit *(For Buildings)*
  - Fees: Payment receipt or Money sending evidence attached

2. Application for Project Registration should be accompanied with a non-refundable registration fee paid by cash, cheque, money-fax or bankers cheque. The registration fees will depend on the value of the project as follows:

<b>Project Value Range (TZS)</b>	<b>Registration Fees (TZS)</b>
10Mil to 100Mil	100,000
Above 100Mil to 1Bil	200,000
Above 1Bil to 5Bil	500,000
Above 5Bil to 10Bil	1,000,000
Above 10Bil	2,000,000

Payment should only be made at the CRB Offices in Dar es salaam, Mbeya, Mwanza and Arusha. Contractors not located nearby can pay by Moneyfax and attach a copy of the payment slip with the application, retaining the original.

3. The applicant is obliged to inform the Board in writing when the project: is practically completed, has variations in project value or completion period, is suspended or terminated.