



**NATIONAL COMMUNICATIONS AUTHORITY
(NCA), GHANA**

**APPLICATION FOR RENEWAL
OF INTERNET/PUBLIC DATA
SERVICES AUTHORISATION
NCA FORM AP04R**

Application Fee
Receipt No:

(Please attach Receipt)

Date:

(Submission Date)

Application Checklist. Tick (x) in box

- A completed application form
- Cover Letter
- Business Plan
- A Non-Refundable Application Fee
- Company Registration Documents
- Five (5) year audited financials
- Tax Clearance Certificate
- SSNIT Clearance
- Any other Supporting Documents – Please list

Application for Renewal of Internet/Public Data Services Authorisation

Before completing this form, please ensure that you have read and understood the guidelines. Comply with all the requirements listed for the application of this service. A copy of the guidelines may be found on our website: www.nca.org.gh

1. Corporate Profile

- 1.1 Registered Name of Company: [REDACTED]
[REDACTED]
- 1.2 Registered Trade Name (if any): [REDACTED]
- 1.3 Company Registration Number: [REDACTED]
- 1.4 Taxpayer Identification Number (TIN): [REDACTED]
- 1.5 Date of Incorporation: [REDACTED]
- 1.6 Date of Commencement: [REDACTED]
- 1.7 Physical Location/Registered Office: [REDACTED]
- 1.8 District: [REDACTED]
- 1.9 Town/City: [REDACTED]
- 1.10 Region: [REDACTED]
- 1.11 Postal Address: [REDACTED]
- 1.12 Digital Address (GhanaPost GPS): [REDACTED]
- 1.13 Telephone: [REDACTED]
Mobile Phone: [REDACTED]
- 1.14 Website: [REDACTED]
- 1.15 E-mail address: [REDACTED]
- 1.16 Fax (where applicable): [REDACTED]

2. Contact Information:

- 2.1 Name of Authorised Representative: [REDACTED]
- 2.2 Telephone: [REDACTED]

3.3 E-mail address:

3. Ownership Structure:

3.1 Shareholders [holding 5% or more shares (original application)]

NO.	NAME OF SHAREHOLDER	SHARE-HOLDING (%)	NATIONALITY	ADDRESS (house number, telephone number & email)	TAX IDENTIFICATION NUMBER (TIN)

3.2 Shareholders (holding 5% or more shares) (renewal):

NO.	NAME OF SHAREHOLDER	SHARE-HOLDING (%)	NATIONALITY	ADDRESS (house number, telephone number & email)	TAX IDENTIFICATION NUMBER (TIN)

4. Directors:

4.1 Directors [as stated in original application prior to its expiration):

NO.	NAME OF DIRECTOR	NATIONALITY	ADDRESS (house number, telephone number & email)	TAX IDENTIFICATION NUMBER (TIN)

4.2 Directors (renewal):

NO.	NAME OF DIRECTOR	NATIONALITY	ADDRESS (house number, telephone number & email)	TAX IDENTIFICATION NUMBER (TIN)

5. Number of Employees:

5.1 Number of Employees (Actual):

6. Undertaking:

I/We 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 and regulations that may be issued.

Signed:

Date:

Please attach 3 Certified copies of Passport Photographs of authorised representative with Company Seal.

SERVICE DEFINITION

- A. **INTERNET SERVICES** refers to the establishment and operation of a network by a company registered by the Registrar General's Department to provide telecommunications services in Ghana, for the specific purpose of providing Internet access for the public.

- B. **PUBLIC DATA SERVICES** refers to the establishment and operation of a network by a company registered by the Registrar General's Department to provide telecommunications services in Ghana, for the specific purpose of providing data transmission services for the public.

Application for Internet/Public Data Service may require an applicant to apply for frequency which will attract a fee separate from the regulatory fee to be paid to enable the provision of the service. Allocation of frequency will be subject to its availability. Different techniques may be adopted in allocating the frequency depending on the level of its demand.