



NO.	APPLICATION FOR INVESTOR PERMIT CHECKLIST [NEW]	YES	NO
1	Completed and signed application form		
2	Certified copy of applicants passport bio-data page		
	<ul style="list-style-type: none"> • Two [2] certified photographs 		
	<ul style="list-style-type: none"> ➤ If accompanied by family members [proof of relationship to be submitted] 		
	<ul style="list-style-type: none"> • Family members certified passport bio-data page 		
	<ul style="list-style-type: none"> • Marriage certificate [if legally married] • Birth certificate [Children] 		
3	Request Letter of the Company		
	<ul style="list-style-type: none"> • Company Profile/ Background 		
	<ul style="list-style-type: none"> • Detailed justification for the need of Investment 		
	<ul style="list-style-type: none"> • Experience/ Qualification in the field of activity proposed 		
	<ul style="list-style-type: none"> • Confirmed contribution by each stakeholder [Dollar Value] 		
	<ul style="list-style-type: none"> • Company's Contact Details [Mandatory] <ul style="list-style-type: none"> - Phone contact, Postal Address, Email Address • Location of the Company 		
4	A Certified Copy of Investment Fiji [IF] Approval Letter		
5	A Certified Copy of Investment Certificate issued by IF		
6	Police Report for principal applicant [from country of residence]		
7	Police Report for Spouse [if accompanied]		
8	Police Report for Child over 18 years [if accompanied]		
9	Medical Report for Principal applicant		
10	Medical Report for Spouse [if accompanied]		
11	Medical Report for Child [if accompanied]		
12	Endorsement from relevant authorities		
	<ul style="list-style-type: none"> • Reserve Bank 		
	<ul style="list-style-type: none"> • Ministry of Education 		
	<ul style="list-style-type: none"> • Ministry of Lands and Mineral Resources 		
	<ul style="list-style-type: none"> • Ministry of Agriculture • Fiji Hotel and Tourism Association 		
13	Proof of Funds (Applicant Bank Statement from Country of Residence)		
14	Fees	\$452.00	

For Official Use Only

i	CSO Name:	Date:
ii	Customer : Name: Phone: Email:	Date:
iii	CSO's comments on pending documents (First Vetting)	Date:
	CSO's comments on pending documents (Second Vetting)	Date:

Final Checks and Endorsement

iv	CSO Name:	Date Received:
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PLEASE ENSURE THAT ALL DOCUMENTS SUBMITTED ARE IN ENGLISH ONLY AND INCOMPLETE APPLICATION WILL NOT BE ACCEPTED