

RESIDENCE PERMITS

Any foreigner intending to reside in the United Republic of Tanzania for investment, business, employment or any other legal activity may be issued with Residence Permit. There are three types of Residence Permits which are Residence Permit Class A, B and C. However, there are various sub-categories to this broad classification of Residence Permit as described in the Residence Permit Matrix.

KEY INFORMATION TO APPLICANTS OF RESIDENCE PERMITS

- Applicants are institutions/companies/ employers registered in Tanzania except for retired persons, sick persons and those attending cases at the court.
- Applications for Residence Permits Class 'B' and 'C' should obtain their
- Residence Permit prior to coming into the country, except for Residence Permit Class "A". Applicants should obtain relevant Registration Certificate or license from relevant professional boards as the case may be.
- All applicants of Residence Permits should first obtain Work Permit from the Ministry of Labor, except those coming for such purposes like studies, Research, attending court case and retired persons.

HOW TO APPLY FOR e-RESIDENCE PERMIT

The procedure for application of Residence Permit Online is as follows:

- i. Visit the direct link: <https://eservices.immigration.go.tz/online/permit> or visit our web site www.immigration.go.tz
- ii. Then Go to **e-services** and select **Online Residence Permit Application**;
- iii. The applicant is advised first to **READ the Residence Permit Guidelines**
- iv. Then, applicant **MUST** first **create an account**. The applicant should click where it is written create account and he/she will be able to fill the e-mail, mobile number, telephone number, postal address and password.
- v. When the account is created the applicant can proceed with filling the form, attach all the required documents (**ALL DOCUMENTS SHOULD BE CERTIFIED**) and finally submit the application;
- vi. Once an application has been approved for payment, applicant will be notified, and he/she will be required to **pay the prescribed fee within sixty (60) days**. After expiry of 60 days, if no payment has been done the application will be deleted automatically;
- vii. After payment the applicant will receive a **Residence Permit Enrolment Notification**, which requires the applicant to report to the nearest Immigration Office for fingerprints and photo capture (enrollment process);

- viii. Once the enrolment process is done the applicant will wait for his/ her Residence Permit processing and issuance within a week
- ix. The Permit may be collected at the Regional Immigration Office where the company is located or at the Immigration Headquarters, Immigration Head Office Zanzibar, TIC, EPZA or ZIPA as the case may be.

NB:

Where it happens the application has insufficient document/information the applicant will be notified ONLINE (through the Residence Permit System) to rectify the relevant query so that the application can proceed.

ONLINE SUBMISSION THROUGH TIC, EPZA AND ZIPA

For applicants who are registered under Tanzania Investment Center (TIC) and have been issued with certificate of incentive may lodge their applications online (Class A and B) through the window of TIC. Whereas applicants who are registered under EPZA and being issued with EPZA licence may submit their applications through EPZA window.

For the case of Zanzibar, applicants who are registered with the Zanzibar Investment Promotion Authority and have been issued with certificate of incentive may lodge their applications through the window of ZIPA.

All foreigners intending to reside in the United Republic of Tanzania for business, work, investment or any other acceptable purpose for a period of more than 90 days, are required to hold a residence permit from Tanzania Immigration Department. Basically, there are three types of residence permits, namely:-

1. Class A: For self –employed foreigners (investors)
2. Class B: For expatriates working in company/ private institutions.
3. Class C: For other class of foreigners such as researchers, retired persons, Missionaries, Volunteers etc.

The power to issue a residence permit is vested to the Commissioner General of Immigration Service. Applicants who are not satisfied by the Commissioner's decisions may appeal to the Minister of Home Affairs while they are outside the country. Application for residence permits should also be submitted while the applicant is outside the country.

RESIDENT PERMIT ISSUANCE STATUSES

Issuance statuses are designed to recognize and differentiate new applicants versus existing holders of residence; and to create uniformity in decision making among Immigration Officers in Residence Permit Section.

Residence Issuance status are as follows:

1. **First Grant (FG)** - For first application.
2. **Returnee (RT)** - For applicant who is re-joining his previous institution/ company after long time absence.
3. **Second Grant (SG)** - For applicant changing from one category of residence to another e.g. from Class B to Class A in same institution/company
4. **Replacement (RPL)** - For applicant renewing his application after expiration.
5. **Re-Grant 1(RG1)** - applicant changing from one institution to another in the same residence class. from Class A to Class A.
6. **Re-Grant 2(RG2)** - applicant changing from one institution to another into different residence class. e.g. from Class B to Class A

RESIDENCE PERMIT CLASS A

May be granted to a person who intends to enter or remain in Tanzania and engage on self-employed investment in the field of prospecting and Mining, Agriculture and animal husbandry, profession and Consultancy Services, Professional Arts, Manufacturing and Processing, Larger scale Investment and Trade, Hospitality Industry and related activities, Information Technology and IT activities, Transport and Linguistics, Construction Industry, Real Estate Industry and other Investments. The applicant can apply electronically to the Immigration headquarters, Zanzibar head office, Tanzania Investment Centre (TIC), Export Processing Zone Authority (EPZA) and Zanzibar Investment Promotion Authority (ZIPA)

GENERAL REQUIREMENTS FOR RESIDENCE PERMIT CLASS 'A'

1. Dully filled online application
2. Application letter
3. Work Permit issued by Labour Commissioner (Tanzania Mainland and Zanzibar)
4. A Copy of National Passport (With validity of not less than six months)
5. Passport size photograph,
6. One full size photograph,
7. Registration Certificates from Relevant Authorities (in case the Business requires Authorization from specific Regulatory Authority),
8. Certificate of Incentive (in case the business or project has been registered with Tanzania Investment Centre - TIC or Zanzibar Investment Promotion Authority – ZIPA and EPZA),
9. Board Resolution i.e. Extract of the Board Meeting resolving to appoint the applicant as a Director (where the applicant is not among the first Director),
10. Memorandum and Articles of Association or Extract from Registrar showing Company shareholders, share distribution and nominal capital of the company
11. Certificate of incorporation or Certificate compliance or Business Name Registration or Certificate of change of name
12. Valid Business license,
13. Certificate of registration for Tax payers (TIN),
14. Valid tax clearance certificate,
15. Tax payment slips,
16. Lease agreement or Certificate of Occupancy,
17. List which shows company assets,
18. Physical Verification Visit Report (PVV) where necessary*
19. Company Current Bank Statement where necessary

RESIDENCE PERMIT CLASS “A” MATRIX

PERMIT CODE	SECTOR/ OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
A-1	Prospecting and Mining (Investor)	Person intending to invest into prospecting of minerals or mining	<ol style="list-style-type: none"> 1. Mining Licenses 2. Other relevant Licenses from government authorities 3. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 	3,050	1,550
A-2	Prospecting and Mining (Entrepreneur)	Entrepreneurs expecting to engaging in prospecting of minerals or mining	<ol style="list-style-type: none"> 1. Mining Licenses 2. Mineral Export permit for exporters 3. Mineral Dealer License 4. Other relevant Licenses from government authorities 5. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 	3,050	1,550
A-3	Agriculture and animal husbandry (Investor)	Person intending to invest into large scale agriculture	<ol style="list-style-type: none"> 1. Relevant Licenses from government authorities 2. Current Directors and Share Holders of a New company 	3,050	1,550

PERMIT CODE	SECTOR/ OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
		and animal husbandry.	from BRELA/ZBPRA (not BPRA)		
A-4	Agriculture and animal husbandry (Entrepreneur)	Entrepreneurs intending to engage into business related to agriculture and animal husbandry.	<ol style="list-style-type: none"> 1. Export permit for cash crop and animal product exporters 2. TFDA License for importers 3. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 4. Other relevant Licenses from government authorities 	3,050	1,550
A-5	Prescribed Profession and Consultancy Services.	Members of prescribed profession in possession of prescribed qualifications intending to practice such profession and consultancy services.	<ol style="list-style-type: none"> 1. Relevant Certified Academic Certificates 2. CV 3. Evidence and value of projects under consultation 4. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 5. Other relevant Licenses from government authorities 	3,050	1,550

PERMIT CODE	SECTOR/ OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
A-6	Professional Artist	Person intending to engage in professional Artist	<ol style="list-style-type: none"> 1. Letter of approval from BASATA or Respective Ministry 2. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 3. Other relevant Licenses from government authorities 	1,050	550
A-7	Manufacturing and Processing (Investor)	Person intending to establish manufacturing and processing plant	<ol style="list-style-type: none"> 1. TBS License 2. Relevant Licenses from government authorities 3. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 	3,050	1550
A-8	Manufacturing and Processing (Entrepreneur)	Person intending to engage in a business of manufacturing and processing equipment	<ol style="list-style-type: none"> 1. TBS or ZBS License 2. Relevant Licenses from government authorities 3. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 	3,050	1,550

PERMIT CODE	SECTOR/ OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
A-9	Larger scale investment, Trade	Person intending to engage into large scale investments, Trade and businesses	<ol style="list-style-type: none"> 1. Relevant Licenses from government authorities 2. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 	3,050	1,550
A-10	Hospitality Industry and Related Activities (Investor)	Person intending to invest into hospitality activities	<ol style="list-style-type: none"> 1. For tour Operator, License from Ministry of Tourism 2. Other relevant Licenses from government authorities 3. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 	3,050	1,550
A-11	Hospitality Industry and Related Activities (Entrepreneur)	Entrepreneurs in hospitality industry	<ol style="list-style-type: none"> 1. For tour Operator, License from Ministry of Tourism 2. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 3. Other relevant Licenses from government authorities 	3,050	1,550

PERMIT CODE	SECTOR/ OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
A-13	Information technology and related IT activities (Investor)	Person intending to invest information technology industry	<ol style="list-style-type: none"> 1. Relevant Licenses from government authorities 2. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 	3,050	1,550
A- 14	Information technology and related IT activities (Entrepreneur)	Person intending to engage in a business of information technology	<ol style="list-style-type: none"> 1. Relevant Licenses from government authorities 2. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 	3,050	1,550
A-15	Transport and Logistics (Investor)	Person intending to invest in transport and logistics industry	<ol style="list-style-type: none"> 1. Motor Vehicle Registration Cards. 2. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 3. Licenses from SUMATRA 4. Other relevant Licenses from government authorities 	3,050	1,550
A-16	Transport and Logistics (Entrepreneur)	Person intending to	<ol style="list-style-type: none"> 1. Motor Vehicle Registration Cards. 	3,050	1,550

PERMIT CODE	SECTOR/ OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
		engage in a business of transport and logistics	<ol style="list-style-type: none"> 2. Licenses from SUMATRA 3. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 4. Other relevant Licenses from government authorities 		
A- 17	Construction Industry (Investor)	Person intending to invest in construction industry	<ol style="list-style-type: none"> 1. CRB Certificate. 2. ERB Certificate for company Engineers 3. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 4. Other relevant Licenses from government authorities 	3,050	1,550
A- 18	Real Estate Industry (Entrepreneur)	Person intending to engage in real estate business	<ol style="list-style-type: none"> 1. Relevant Licenses from government authorities 2. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 	3,050	1,550

PERMIT CODE	SECTOR/ OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
A-19	Settled migrants	Settled migrants other than migrants from neighbouring countries, who for generations have been engaging in small scale trade, artisanship, fishing, farming and related activities	1. Relevant Licenses from government authorities.	1,050	1050
A-20	Diaspora (Investors).	Prospective investors whose nationality of origin is Tanzania; who has renounced and acquire another nationality	1. Relevant Licenses from government authorities 2. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA)	1,050	550

PERMIT CODE	SECTOR/ OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
A-21	Diaspora (Entrepreneur)	Prospective entrepreneur whose nationality of origin is Tanzania; who has renounced and acquire another nationality	<ol style="list-style-type: none"> 1. Relevant Licenses from government authorities 2. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 	1,050	550
A- 22	Others (Investors)	Person intending to invest in any other sector not in the list	<ol style="list-style-type: none"> 1. Relevant Licenses from government authorities 2. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 	3,050	1,550
A-23	Others (Entrepreneurs)	Entrepreneurs engaging in legally recognized activity which is not in the above list	<ol style="list-style-type: none"> 1. Relevant Licenses from government authorities 2. Current Directors and Share Holders of a New company from BRELA/ZBPRA (not BPRA) 	3,050	1,550

OBS - In case of investors and Entrepreneurs who engage in more than one sector, officials will be able to determine amount of capital and category of fee the applicant ought to pay

RESIDENCE PERMIT CLASS B

Residence Permit Class “B” is issued to a foreigner who possesses qualification or skills, preferably in highly technical occupations, that are not readily available in the local labor market. This covers foreigners with rare professions having specific employment by specific employer and professionals working in Government and Private strategic projects. Application must be made prior to the entry of the prospective employee into Tanzania.

GENERAL REQUIREMENTS FOR RESIDENCE PERMIT CLASS “B” (FG, SG, RT, RG1, RG2 & RPL)

1. Dully filled online application,
2. Application Letter
3. Work Permit issued by Labour Commissioner (Tanzania Mainland and Zanzibar),
4. A Copy of National Passport (With validity of not less than six month),
5. Covering letter from the employer,
6. Passport size photograph,
7. One full size photograph
8. Curriculum Vitae of the employee,
9. Certified copies of the Academic Certificates,
10. Official translation of documents/certificates in case they are written in languages other than English or Swahili,
11. Job description for the expatriate/employee,
12. Employment Contract
13. Previous Original Class B permit (in case of renewal or replacement),
14. Organization structure of the company
15. Registration of certificates from professional boards where necessary e.g. NBAA, ERB, PSPTB, Nurses and Midwifery council, medical council etc or qualifications that require registration with authorized Institutions and Certificate, Clearance or Licenses be issued. These include: Accountants, engineers, Architects, Surveyors, Doctors, Teachers, Nurses, Pilots, Employees in Security Companies, Executive Personnel in Financial Institutions such Banks, Bureau De Change etc.
16. Business License
17. Memorandum and Articles of Association or Extract from Registrar showing Company shareholders, share distribution and nominal capital of the company
18. Certificate of incorporation or Certificate compliance or Business Name Registration or Certificate of change of name

- 19. Letter of no objection (if the application has shifted from another company)
- 20. Tax Clearance
- 21. Tax Payers' Identification Number (TIN) Certificate

RESIDENCE PERMIT CLASS “B” MATRIX

PERMIT CODE	SECTOR/OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
B-1	Specific employment by specific employer (Rare professions)	Persons who have been offered Specific employment by specific employer who possess rare professional according to Ministry of Labor	Registration certificate from professional body where necessary (E.g. NBAA, ERB, PSPTB, Nurses and Midwifery Council, Medical Council of Tanzania etc.)	2,050	550
B-2	Specific employment by private employer (government and strategic projects)	Persons who have been offered Specific employment by specific employer who	Registration certificate from professional body where necessary (E.g. NBAA, ERB, PSPTB, Nurses and Midwifery Council, Medical Council of Tanzania etc.)	2,050	550

PERMIT CODE	SECTOR/OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
		runs government project and other strategic projects			
B-3	Specific employment by specific employer (Non-rare professions)	Persons who have been offered Specific employment by specific employer and have the required qualification and experience.	Registration certificate from professional body where necessary (E.g. NBAA, ERB, PSPTB, Nurses and Midwifery Council, Medical Council of Tanzania etc.)	2,050	550
B-4	Specific employment by specific employer (EAC Citizens)	Professionals, Technicians and Associate Professionals from EAC Partner States as Prescribed in	Registration certificate from professional body where necessary (E.g. NBAA, ERB, PSPTB, Nurses and Midwifery Council, Medical Council of Tanzania etc.)		550

PERMIT CODE	SECTOR/OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
		the Schedule to the EAC Common Market Protocol (Free Movement of Workers)			

RESIDENCE PERMIT CLASS C

Residence Permit Class ‘C’ is issued to a foreigner who are not eligible to obtain either Class “A” or “B” permits. These includes; researchers, retired persons, missionaries, former employees winding up affairs, individuals attending medical treatment, volunteers, intern, parties and witness in court of laws and tribunals e.tc. Application must be made prior to the entry of the prospective applicant into Tanzania except Retired persons and those winding up affairs.

GENERAL REQUIREMENTS FOR CLASS “C” PERMIT (FG, SG, RT, RG1, RG2 & RPL)

1. Dully filled online application,
2. Covering letter from institution, school or mission
3. Work Permit issued by Labour Commissioner (Tanzania Mainland and Zanzibar), or Exemption letter from Relevant authority (For Missionaries, Volunteer and NGO employees)
4. A Copy of National Passport (With validity of not less than six months),
5. Passport size photograph
6. One Full size photograph
7. Registration Certificates from Relevant Authorities (in case the activity requires Authorization from specific Regulatory Authority),

8. Curriculum Vitae of the applicant,
9. Job description
10. Certified copies of Academic certificate,
11. Official translation of documents or certificates in case they are written in languages other than English or Swahili,
12. Certificate of registration of institution, school or mission,
13. Pages of Constitution of an organization showing signatories, objective and members of organization;
14. Previous Original Class C permit (in case of renewal or replacement),
15. Letter of No Objection for holders of resident permits shifting to new Institution.

SPECIFIC REQUIREMENTS (Class 'C')

Specific documents for Intern Student

1. Letter of Approval from host institution
2. Evidence of sponsorship/scholarship
3. Letter of approval from ministry of education and vocational training for intern students(internship)
4. Physical Verification Visit Report (PVV) where necessary

Specific documents for VOLUNTEERS

1. Volunteer contract
2. Job description
3. Evidence of activities of NGO from relevant government institution i.e. social welfare
4. A copy of constitution of an organization
5. Physical Verification Visit Report (PVV) where necessary

Specific documents for MISSIONERIES

1. Job description
2. Registration certificates from various board i.e. ERB, teaching license, medical practitioner, NBAA depending with job title (what He/ She will specifically do)
3. Ordination certificate for missionary priest.
4. Volunteer contract for missionary volunteer
5. Teaching license for teachers

6. Registration with medical board for doctors
7. Registration with nurse midwives for nurse
8. Registration with NBAA for Accountants (be registered with relevant board)
9. Physical Verification Visit Report (PVV) where necessary

Specific documents for RETIRED PERSONS

1. Evidence of retirements beneficts
2. Surrendering of previous RP
3. Letter of retirement
4. Evidence of place of occupancy

Specific documents for sick persons

1. Evidence of sickness from government medical hospital (OFFICER)
2. Evidence of status of his /her host i.e. local/foreigner

Specific documents for those attending cases before the court

1. Evidence of trial before the court
2. Copy of passport
3. Application forms

Specific documents for researchers

1. Research permit from COSTECH
2. CV
3. Academic certificates
4. Letter of introduction from the relevant university/college/institute

RESIDENCE PERMIT CLASS “C” MATRIX

PERMIT CODE	SECTOR/ OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
C-1	Researchers	Persons who have been approved by a competent authority to conduct Research in the country for a period of more than 90 days.	<ol style="list-style-type: none"> 1. Research permit from respective Ministry or Authority (e.g. COSTECH) 2. Letter from University overseas 3. CV 4. Academic certificates 5. Letter of introduction from the relevant university/college/institute 	550	300
C-2	Retired persons	Retired persons who have an assured income to sustain them and their dependents who are in 60'S and above	<ol style="list-style-type: none"> 1. Evidence of retirements benefits 2. Surrendering of previous RP 3. Letter of retirement 4. Evidence of place of occupancy 5. Letter of no objection /police clearance 6. Bank statement 	550	300

PERMIT CODE	SECTOR/OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
C-3	Approved religions activities(missionaries)	Persons engaged in religious activities approved by Government (missionaries)	<ol style="list-style-type: none"> 1. Registration certificates from various board i.e. ERB, teaching license, medical practitioner, NBAA depending with job title (what He/ She will specifically do) 2. Ordination certificate for missionary priest. 3. Teaching license for teachers 4. Registration with medical board for doctors 5. Registration with nurse midwives for nurse 6. Registration with NBAA for Accountants (be registered with relevant board). 7. Physical Verification Visit Report (PVV) where necessary 	250	150
C-4	Winding up affairs	Employees previously held residence permits class B and C requiring to wind up affairs immediately after termination of their employment contracts.	<ol style="list-style-type: none"> 1. Termination letter 2. Previous resident permit 3. Official letter explaining reasons for winding up 	250	150

PERMIT CODE	SECTOR/OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
C-5	Volunteers	Person engaged in non-remunerated activities on voluntary basis.	<ol style="list-style-type: none"> 1. Volunteer contract 2. Job description 3. Evidence of activities of NGO from relevant government institution i.e. social welfare 4. A copy of constitution of an organization 5. Physical Verification Visit Report (PVV) where necessary 	550	300
C-6	Occupational trainee	Student from foreign countries who are, or below the age of 18, who have been offered occupational training in non-profit organization in Tanzania	<ol style="list-style-type: none"> 1. Invitation letter from host institution. 2. Notarized Academic Certificates 3. Evidence of activities of an institution from relevant government institution i.e. social welfare 4. Not more than one-year contract 5. Physical Verification Visit Report (PVV) where necessary 	250	150
C-7	Intern	Persons who undertakes internship in a legally	<ol style="list-style-type: none"> 1. Letter of Approval from host institution 2. Letter from University overseas 3. Evidence of sponsorship/scholarship 4. Approval letter from respective Ministry or Authority 	250	150

PERMIT CODE	SECTOR/OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
		registered institution	5. Physical Verification Visit Report (PVV) where necessary		
C-8	Medical treatment	Persons attending medical treatment at recognized hospitals or medical institutions.	<ol style="list-style-type: none"> 1. Evidence of sickness from government medical hospital (OFFICER) 2. Evidence of status of his /her host i.e. local/foreigner 	250	150
C-8	NGO's Employees	Persons employed in NGO's.	<ol style="list-style-type: none"> 1. Employment contract 2. Job description 3. Evidence of activities of NGO from relevant government institution i.e. social welfare 4. A copy of constitution of an organization 5. Physical Verification Visit Report (PVV) where necessary 	550	300
C-9	Parties and Witnesses in Courts and Tribunals.	Persons attending Courts and Tribunals as parties and Witnesses to	<ol style="list-style-type: none"> 1. Evidence of trial before the court 2. Copy of passport 3. Application forms 	550	300

PERMIT CODE	SECTOR/OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD	EAC CITIZENS FEE
		various cases.			
C-10	Professional Artist	Person employed as professional artist/musician	Letter of approval from BASATA or Respective Ministry	550	300
C-11	Others	A person, other than prohibited immigrant who is not granted a Class A or Class B permit, if Commissioner General think fit be granted class C	All necessary required documents	550	300

APPLICANTS OF RESIDENT PERMIT CLASS A JOINING AND CHANGING COMPANIES
CLASS A -First Grant (FG)
ATTACHMENTS REQUIRED

1. Memorandum and Articles of Association or Extract from Registrar
2. Memorandum page shows Company share holders
3. Memorandum page shows Name of the Capital
4. Certificate of incorporation or Certificate compliance or Business Name Registration.
5. Valid Business license.
6. Certificate of registration for Tax payers (TIN)
7. Valid tax clearance certificate / tax exemption certificate
8. Tax payment slips/ Tax payment exemption
9. Lease agreement or Certificate of Occupancy.
10. List which shows company assets
11. Application letter

Sector Attachment

Refer to Sectoral Specific Requirements

Optional Class A First Grant (Not required for new companies)

1. *Power of attorney for persons given power of attorney as Directors
2. Board Resolution
3. Document of Appointment of Directorship
4. Evidence of Share/ Stock Transfer
5. Current Directors and Share Holders of a New company from BRELA/BPRA
6. Evidence of amount capital added to a company by applicant
7. Company Current Bank Statement.

APPLICANT OF CLASS 'A' JOINING EXISTING COMPANY (RPA- First Grant – FG)

PERMIT CODE	SECTOR/ OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD
A1 - A23	Any sector above	Any of the above	<ol style="list-style-type: none">1. Power of attorney for a person given power of attorney as Directors2. Board Resolution3. Document of Appointment of Directorship4. Evidence of Share/ Stock Transfer5. Current Directors and Share Holders of a New company from BRELA/BPRA6. Evidence of amount capital added to a company by applicant7. Company Current Bank Statement	According to sector above

CLASS A -Second Grant (SG) ATTACHMEMENTS REQUIRED

1. Memorandum and Articles of Association or Extract from Registrar
2. Memorandum page shows Company share holders
3. Memorandum page shows Name of the Capital
4. Certificate of incorporation or Certificate compliance or Business Name Registration.
5. Valid Business license.
6. Certificate of registration for Tax payers (TIN)
7. Valid tax clearance certificate
8. Tax payment slips
9. Lease agreement or Certificate of Occupancy.
10. List which shows company assets
11. Application letter

Sector Attachment

Refer to Sectoral Specific Requirements

Specific Requirements for Class A Second Grant (Refer to Residence Matrix)

1. Board Resolution
2. Document of Appointment of Directorship
3. Evidence of Share/ Stock Transfer
4. Current Directors and Share Holders of a New company from BRELA/BPRA
5. Evidence of amount capital added to a company by applicant
6. Company Current Bank Statement

APPLICANT CHANGING FROM CLASS B TO CLASS A, SAME COMPANY (SG- Second Grant)

PERMIT CODE	SECTOR/ OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD
A1 - A23	Any sector above	Any of the above	<ol style="list-style-type: none">1. Board Resolution2. Document of Appointment of Directorship3. Evidence of Share/ Stock Transfer4. Current Directors and Share Holders of a New company from BRELA/BPRA5. Evidence of amount capital added to a company by applicant6. Company Current Bank Statement	According to sector above

CLASS A –Re-Grant 2 (RG2)
ATTACHMEMENTS REQUIRED

1. Memorandum and Articles of Association or Extract from Registrar
2. Memorandum page shows Company share holders
3. Memorandum page shows Name of the Capital
4. Certificate of incorporation or Certificate compliance or Business Name Registration.
5. Valid Business license.
6. Certificate of registration for Tax payers (TIN)
7. Valid tax clearance certificate
8. Tax payment slips
9. Lease agreement or Certificate of Occupancy.
10. List which shows company assets
11. Application letter
12. Letter of No Objection from former company

Sector Attachment

Refer to Sectoral Specific Requirements

Specific Requirements for Class A Re-Grant2 (Refer to Residence Matrix)

1. Board Resolution
2. Document of Appointment of Directorship
3. Evidence of Share/ Stock Transfer
4. Current Directors and Share Holders of a New company from BRELA/BPRA
5. Evidence of amount capital added to a company by applicant
6. Company Current Bank Statement

APPLICANT CHANGING FROM CLASS B TO CLASS A IN DIFFENT COMPANY- RG2 (Re- Grant2)

PERMIT CODE	SECTOR/ OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD
A1 - A23	Any sector	Any of the above	<ol style="list-style-type: none">1. Board Resolution2. Document of Appointment of Directorship3. Evidence of Share/ Stock Transfer4. Current Directors and Share Holders of a New company from BRELA/BPRA5. Evidence of amount capital added to a company by applicant6. Company Current Bank Statement.7. Letter of No- Objection from previous employer	According to sector above

**CLASS A –Re-Grant 1 (RG1)
ATTACHMEMENTS REQUIRED**

1. Memorandum and Articles of Association or Extract from Registrar
2. Memorandum page shows Company share holders
3. Memorandum page shows Name of the Capital
4. Certificate of incorporation or Certificate compliance or Business Name Registration.
5. Valid Business license.
6. Certificate of registration for Tax payers (TIN)
7. Valid tax clearance certificate
8. Tax payment slips
9. Lease agreement or Certificate of Occupancy.
10. List which shows company assets
11. Application letter
12. Letter of No Objection from former company

Sector Attachment

Refer to Sectoral Specific Requirements

Specific Requirements for Class A Re-Grant1 (Refer to Residence Matrix)

1. Board Resolution
2. Document of Appointment of Directorship
3. Evidence of Share/ Stock Transfer
4. Current Directors and Share Holders of a New company from BRELA/BPRA
5. Evidence of amount capital added to a company by applicant
6. Company Current Bank Statement

APPLICANT CHANGING FROM CLASS A TO CLASS A IN DIFFENT COMPANY- RG1 (Re- Grant1)

PERMIT CODE	SECTOR/ OCCUPATION	ACTIVITY	SPECIFIC REQUIREMENTS	FEE IN USD
A1 - A23	Any sector	Any of the above	<ol style="list-style-type: none"> 1. Board Resolution 2. Document of Appointment of Directorship 3. Evidence of Share/ Stock Transfer 4. Current Directors and Share Holders of a New company from BRELA/BPRA 5. Evidence of amount capital added to a company by applicant 6. Company Current Bank Statement. 7. Letter of No- Objection from previous employer 	According to sector above

CLASS A -Returnee (RT)**ATTACHMEMENTS REQUIRED**

1. Memorandum and Articles of Association or Extract from Registrar
2. Memorandum page shows Company share holders
3. Memorandum page shows Name of the Capital

4. Certificate of incorporation or Certificate compliance or Business Name Registration.
5. Valid Business license.
6. Certificate of registration for Tax payers (TIN)
7. Valid tax clearance certificate
8. Tax payment slips
9. Lease agreement or Certificate of Occupancy.
10. List which shows company assets
11. Application letter

Sector Attachment

Refer to Sectoral Specific Requirements

Specific Requirements for Class A Returnee (Refer to Residence Matrix)

1. Current Directors and Share Holders of a New company from BRELA/BPRA
2. Company Current Bank Statement.

CLASS A -Replacement (RPL) ATTACHMENTS REQUIRED

1. Memorandum and Articles of Association or Extract from Registrar
2. Memorandum page shows Company share holders
3. Memorandum page shows Name of the Capital
4. Certificate of incorporation or Certificate compliance or Business Name Registration.
5. Valid Business license.
6. Certificate of registration for Tax payers (TIN)
7. Valid tax clearance certificate
8. Tax payment slips
9. Lease agreement or Certificate of Occupancy.
10. List which shows company assets
11. Company Current Bank Statement
12. Application letter

Sector Attachment

Refer to Sectoral Specific Requirements Specific Requirements for Class A RPL (Refer to Residence Matrix)

1. Current Directors and Share Holders status from BRELA/BPRA.

SPECIFIC REQUIREMENT ACCORDING TO SECTOR (Class 'A')

SECTOR	REGISTRATION BODY	REQUIREMENT
Company investing in Food	TFDA	TFDA Certificate
Drug sector	PHARMACY COUNCIL	PHARMACY COUNCIL
Company Investing in Construction	CRB	CRB Certificate
Company Investing in Engineering Consultancy	ERB	ERB Certificate
Company Investing in Insurance	TIRA	Tanzania Insurance Regulatory Activity (TIRA)
Company Investing in Financial Activities	BOT	Clearance from BOT
Tour Operators	Ministry of Tourism	Tour Operator License from Ministry of Tourism
AGRICULTURE&LIVESTOCK	EXPORT LICENCE	EXPORT LICENCE

SECTOR	REGISTRATION BODY	REQUIREMENT
Education	Ministry of Education	Registration from Ministry of Education
Health	Ministry of Health	Registration from Ministry of Health
Airport Ground Handling Services	TCAA	Registration from TCAA
Air Service Operators	TCAA	License from TCAA
Radio, TV and telecom companies	TCRA	Registration from TCRA
Timber/Logs Exporters	Ministry of Resource and Tourism	Registration from Ministry of Resource and Tourism
Mining	Mining	Mining License
Quantity Surveyors		Architects and Quantity Surveyors Registration Board

CLASS B SPECIFIC REQUIREMENTS ACCORDING TO PROFESSIONS

PROFESSION	DOCUMENT
Engineers	ERB
Doctors	CERTIFICATE FROM MEDICAL COUNCIL OF TANGANYIKA
Quantity Surveyors	Architects and Quantity Surveyors Registration Board
Nurses	NURSES AND MIDWIFERY COUNCIL
Accountants	NBAA Certificate
Lawyers	CLEARANCE FROM HIGH COURT OF TANZANIA & TLS
Hunters	Hunting/ Trophy License
Insurers	No Objection from Tanzania Insurance Regulatory Authority (TIRA)
Intern	A letter from Ministry of Education
BANKS	BOT CLEARANCE

PROFESSION	DOCUMENT
Lecturers (Dr and Professors)	CLEARANCE FROM TCU
Teachers	Teaching License
PILOT	PILOT LICENCE from TCAA

CONTACT:

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