

Simple

**REPUBLIC OF LIBERIA
MINISTRY OF FINANCE
GOVERNMENT PUBLIC NOTICE**

**JOINT ADMINISTRATIVE REGULATION
No.8.2104-1 MOF/MOC/R/18 February 2008**

TO : ALL TAX PAYERS

SUBJECT : **REQUIREMENTS & FEES FOR BUSINESS REGISTRATION**

DATE : FEBRUARY 18, 2008

GENERAL RULE

Section 29.2 of the Executive Law provides that the Ministry of Commerce is responsible amongst other things, for conducting the registration of business enterprises.

The Revenue Code of Liberia Act of 2000, Phase one, Reform Tax Code of Liberia, Part VIII Finance and Fiscal, Chapter 21, Government Agency Fees, Section 2101, Fees Imposed stipulates that every person who, or legal person which consumes services or uses a privilege or right under the control of Government shall obtain from the appropriate Government agency, institution, or Ministry a permission, permit or instrument for which he or it shall pay or cause to be paid in the consolidated fund and available for appropriation by the Legislature for the general purpose of the Government.

The Revenue Code of Liberia Act of 2000, Phase one, Reform Tax Code of Liberia, Part VIII; Finance and Fiscal, Chapter 21, Government Agency fees. Section 2104, Ministry of Commerce and Industry provides that fixed fees for business registration and other services shall be prescribed by regulation issued by the Minister of Commerce and Industry in consultation with the Minister (Minister of Finance) and shall be assessed by the Minister of Commerce and Industry and paid regularly to the Minister for deposit into the account of Government.

The Revenue Code of Liberia Act of 2000, Phase one, Reform Tax Code of Liberia, Section 1903, Failure To Obtain Required License or Registration states that any person who knowingly engages in any business, enterprise, trade, service, occupation or profession for which annual license is required under the provisions of this Title or any other statute, without having obtained such a license is guilty of a misdemeanor and upon conviction, in addition to other sections provided by law, shall be fined not more than \$25,000.00 or be imprisoned not more than 30 days or both.

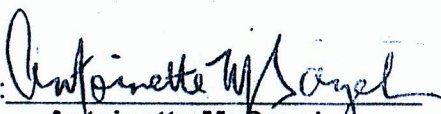
PUBLIC NOTICE

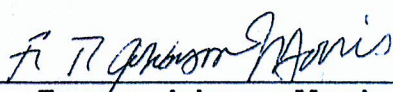
It is hereby regulated with immediate effect that the following fees herein contained shall be assessed by the Ministry of Commerce and shall be paid to the Ministry of Finance. The registration or license fees that are expressed in United States Dollar are to be paid either in United States Dollars or in Liberia Dollars at the prevailing rate of exchange published by the Central Bank of Liberia in effect on the day the payment is made.

The annual payment for business registration or license fees is due on the anniversary of the date of the first payment.

No	CATEGORY OF BUSINESS	AMOUNT	
		USD	LD
A.	SOLE PROPRIETORSHIP		
1.	Notary Certificate		
2.	No Branch		
3.	Registration Fees -Liberian Owned		2,000.00
4.	Registration Fees - Foreign Owned	700.00	
5.	License Fees/Business Trading License		4,200.00
B.	PARTNERSHIP		
6.	Probated Partnership Agreement through Monthly Probate Court		
7.	Registration Fees -Liberian Owned		3,000.00
8.	Branch Registration Fees -Liberian Owned		1,500.00
9.	Registration Fees -Foreign Owned	800.00	
10.	Branch Registration Fees -Foreign Owned	400.00	
11.	License Fees/Business Trading License		4,200.00
C.	CORPORATION		
12.	Registration Fees -Liberian Owned		4,000.00
13.	Branch Registration Fees -Liberian Owned		2,000.00
14.	Registration Fees -Foreign Owned	900.00	
15.	Branch Registration Fees -Foreign Owned	450.00	
16.	License Fees/Business Trading License		4,200.00
D.	FEES FOR PETTY TRADERS		
17.	Obtain Petty Traders Forms from the Ministry of Commerce		
18.	Obtain Petty Traders License according to the below listed categories		
19.	Categories A		400.00
20.	Categories B		1,000.00
21.	Categories C		2,000.00

This regulation shall take effect on this 12 day of February 2008

Signed: 
Antoinette M. Sayeh
Minister of Finance

Signed: 
Frances Johnson Morris
Minister of Commerce