



CONDITIONS TO OBTAIN A TEMPORARY OCCUPANCY PERMIT FOR A PLOT OF LAND IN THE AREA OF THE PORT AUTHORITY OF KRIBI

GENERAL CONDITIONS

Investors wishing to settle an industrial or commercial company in the port zones must contact the Services of the Port Authority of Kribi in charge of managing the port public domain, that is, the Land Development Department and the Operations Department.

These departments will provide the following documents:

- A template form for presenting your Project,
- A business plan template for your project.

An application file will be submitted at the Mail Service at the PAJ Head Office (Emergence Building downtown Kribi). It must have the following:

- **An application for a temporary occupancy permit in the domain of the Port Authority of Kribi to the General Manager**, specifying the kind of activity and the surface area required;
- **An identification of the project** to be implemented following the recommendations of the form provided in this regard;
- **The business plan** of the project, containing the information required in the template provided by the PAK departments in charge of managing the port domain;
- **An administrative and tax file** comprising the following documents:
 - A non-bankruptcy certificate;
 - A Tax Clearance Certificate issued less than 3 months ago;
 - Proof of registration in the Trade Register;
 - The company's articles of association;
 - The Taxpayer's Card;
 - The registration number in the Trade Register;
 - A plan and certificate of office location;



In case your application is accepted, you will receive a correspondence inviting you to contact the Technical Secretariat of the Committee in charge of allocating plots in the area of the Port Authority of Kribi for the procedure to continue. You will be required to provide the following:

- **Payment of application fees:** the fees depend on the surface area required.

Once you contact the Technical Secretariat, you will receive the following contractual documents:

- **The specifications** governing activities subject to authorisation (legal contractual terms);
- **Plot occupancy regulations** within PAK domain (technical terms for plot occupancy and development).

In case your application is successful, and the Committee gives its approval, you will be required to provide the following before signing the occupancy permit:

- **A technical file (three (3) copies)** made up of the following:
 - A site plan showing the layout of the works to be carried out;
 - The provisional works schedule;
 - The plans for all the development and construction works to be carried out with the various views to provide an easy view of the project;
 - The estimate and detailed description;
 - The project execution planning.
- **A bond** issued by a first-rate bank approved by COBAC and the Ministry of finance amounting to **6 month-rent valid until such amount is unfreeze by PAK.**