

Form 3

(r. 6(2))

APPLICATION FOR REGISTRATION AS AN OUT-GROWERS' INSTITUTION

To

Agriculture and Food Authority,

1. I/We.....(Manager/Director(s)  
)/agent of .....(Name of out-grower institution)
2. Physical Address:.....Market.....Location ..... Sub-  
County .....
3. Land Ref. No.....
4. Postal Address:..... Tel:.....
5. Fax: .....E-mail .....
6. .... (name of business enterprise) apply for the  
registration of ..... (name of out-grower  
institution).
7. The registered office of the institution/ company will be at  
.....
8. Copies of the following documents are attached to this application—
  - a. the memorandum and articles of association/or partnership agreement;
  - b. the Certificate of Incorporation/Registration;
  - c. the profiles of the investor(s) and directors/principal officers;
  - d. a copy of the project profile or feasibility study showing the implementation period,  
program of implementation and operation dates;
  - e. the evidence of financing and land ownership for the project; and
  - f. the register of members.
9. The Head Office of the institution /Company will be situated at  
.....
10. The Principal Officers of the Company and their qualifications are:
  - a. ....
  - b. ....
  - c. ....
11. The date of the end of the financial year is .....
12. The Auditors of the out-grower institution are .....
13. The authorized share capital of the out-grower institution is Kshs./US\$:  
.....
14. The intended capital investment of the out-grower institution is Kshs./US\$  
.....
15. The affiliated sugarcane mill(s):
  - a. ....
  - b. ....

c. ....

16. Sugarcane mill(s) acceptance:

..... (name of each registered miller) confirms  
that acceptable arrangements have been concluded for delivery and acceptance of cane to be supplied  
by the applicant under agreement No.....

Registered miller's Director/Principal Officer .....

..... Signature

..... Registered

miller's stamp

..... Apex

Body's Recommendation stamp

17. Applicant's Declaration

I, ..... of Post Office Box Number .....  
..... sincerely declare that I am a manager/director/principal  
officer/duly authorized agent of.....(name of out-grower  
institution) AND that all the requirements of the Crops Act, 2013 in respect of matters precedent to the  
registration of this out-grower institution and the business enterprise under other Acts and incidental thereto  
have been complied with, AND I make this declaration believing the same to be true.

Declared at ..... }

..... } ..... Authorized  
officer

The .....day of ..... 20...} Before  
me:

.....

Commissioner for Oaths/Notary Public

Attach certified copies of documents only where applicable

*APPLICATION SUMMARY (for official use only)*

Company Name: ..... or

Out-grower Institution Name: .....

Certificate(s) of Incorporation (COI)/ Business Reg. Number(s): ..... Company Status:  
.....

COI/ Registration Date: .....

Post Box Number: ..... Town:  
.....

Investment Financing Plan in Million US\$/Kshs:

Foreign Equity	Local Equity	Foreign Loan	Local Loan
.....	.....	.....	..... Project

Objectives:

- a. ....
- b. .... c. ....
- .....

Capacity: .....(turnover or production p.a.)

Employment:

Foreign: ..... Local:

..... Total: .....

Implementation Period: .....

Estimated life of project:..... Project

Location

Site/Plot/Block No.: .....

Street: ..... Sub-County: ..... Region: ..... (Attach  
sketch map showing project location)

Shareholders	Nationality	%
.....	.....	.....
.....	.....	.....

Investment Breakdown US\$/Kshs.

Pre-expenses .....

Land/Buildings .....

Plant and equipment ..... Vehicles

..... Furniture &

Fittings ..... Working

Capital .....

Others .....

TOTAL ..... Contact

Details:

Name: ..... Title: .....

Telephone:..... Fax: ..... Email:

.....