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**APPLICATION FOR CONCESSIONS UNDER THE
SPECIAL DEVELOPMENT AREAS ACT NO 2 OF 1998**

1. NAME OF APPLICANT *(Individual or firm applying on behalf of the Enterprise)*

2. NAME OF ENTERPRISE *(Company for which concessions are being sought)*

3. NATURE OF ENTERPRISE *(What type of business are you into? (SEE SDA ACT SCHEDULE 2))*

4. LOCATION OF THE ENTERPRISE *(Location of enterprise/branch for which concessions are being requested) (SEE SDA ACT SCHEDULE 1)*

- Micoud North
- Micoud South
- Vieux Fort North
- Vieux Fort South
- Cul De Sac Industrial Zone
- Soufriere/Fond St Jacques
- Anse La Raye/Canaries
- Choc Estate

5. NATURE OF PROJECT TO BE UNDERTAKEN *(SEE SDA ACT SCHEDULE 2)*

- Conference Centre
- Residential complex
- Commercial or industrial building including office complexes
- Other facilities directed towards the improvement or expansion of services to the tourism sector
- Water-based activities
- Tourism project highlighting the heritage and natural environment of Saint Lucia
- Arts and cultural investment
- Agricultural-based activities
- Fisheries-based activities

Additional Information may be entered on separate sheet(s)

6. DESCRIPTION OF PROJECT (Describe works to be undertaken on said premises/Describe the project the concessions will impact on.)

.....
.....
.....

7. CONCESSIONS BEING SOUGHT (SEE SDA ACT SCHEDULE 1)

Inputs for the construction of new buildings and the renovation or refurbishment of existing buildings.

WAIVER REQUESTED	VALUE
Stamp Duty	
Import Duty	
Consumption Tax	

Acquisition of Property

WAIVER REQUESTED	VALUE
Stamp Duty	
Vendors Tax	
Aliens Landholding License	

Details Of Transaction (Purchase or sale of land and/or buildings):

<p>If you are applying for a waiver of STAMP DUTY From whom will the property be Purchased</p> <p>.....</p> <p>of</p>			
Purchase Price of property	Location of Property (See item 4)		
<p>If you are applying for a waiver of VENDORS TAX To whom will the property be Sold</p> <p>.....</p> <p>of</p>			
Sale Price of property	Location of Property (See item 4)		
Dimensions of property	Square footage	Block No.	Parcel No.

Status Of Transaction (Purchase or sale of land and/or buildings):

Additional Information may be entered on separate sheet(s)

Complete: Yes No

If Incomplete please indicate targeted date of completion:

Miscellaneous

WAIVER REQUESTED	VALUE
Land Tax	
House Tax	
Corporate Income Tax	
Lease of Property	

8. SUPPORTING DOCUMENTATION

The following documents are attached:

- Bill of Quantities (compulsory)
- Copy of Deed of Sale (compulsory)
- Copies of Site Plans/Building Plans (compulsory)
- Other documented evidence of activity towards this project (compulsory)

- Certificate of Incorporation
- Inland Revenue and NIS status statements

9. YOUR CONTACT INFORMATION

Telephone:	Fax:
Email:	
Mailing/Street Address:	

Name Signature
(In block capitals)

Designation Date

NB Please ensure that approval of concessions is confirmed PRIOR to arrival of imported goods at Customs, and within a reasonable timeframe. OPSR and the Office of the Prime Minister will not be held responsible for any inconvenience caused, due to goods being detained at Customs, as a result of applications that are still pending.

THINGS YOU NEED TO KNOW

Items for which concessions are sought, with their dollar values in EC\$, should be **clearly identified** in the BOQ (eg Works to be undertaken: Materials, Quantity, Unit Price, Extended Price).

Waivers are granted on the cost of materials/items ONLY. Cost of materials/items should therefore ALWAYS be reflected independently of cost of labour. Items which include labour charges will NOT be eligible (eg "installation" or "transportation" of a/c units will not be eligible, as opposed to cost of a/c units).

Waivers are ONLY granted on inputs that are core to the structure of the building, eg (roofing, walls, ceilings etc):

Examples of eligible items:

- building materials (nails, paint, cement, steel, lumber, blocks, tiles, etc)
- permanent fixtures and fittings (eg cupboards, doors, windows, air conditioning units, extractor fans, elevators, etc)
- electrical and plumbing fixtures and fittings (eg conduits, wiring, water closets, sinks, insulation material, cables etc)
- other similarly categorized items

Examples of ineligible items:

- cost of labour (installation of hardware, painting, wages etc)
- transportation, shipping, insurance charges
- furniture (display shelves, desks, chairs etc)
- equipment other than that purchased/imported for the purpose of the carrying out project works (computers, photocopiers, staff transportation etc)
- other similarly categorized items

Below is a sample format for presentation of your Bill of Quantities. Bill of Quantities must be prepared by a certified Quantity Surveyor.

BILL OF QUANTITIES (COMPANY, PROJECT TO BE UNDERTAKEN)

<i>Material</i>	<i>Quantity</i>	<i>Unit CIF Value</i>	<i>CIF Value</i>	<i>Import Duty Payable</i>	<i>Consumption Tax Payable</i>
<i>Cement</i>	<i>x bags</i>	<i>xx.xx</i>	<i>xxx.xx</i>	<i>xxx.xx</i>	<i>xxx.xx</i>
<i>Stones</i>	<i>x yds</i>	<i>xx.xx</i>	<i>xxx.xx</i>	<i>xxx.xx</i>	<i>xxx.xx</i>
<i>Sand</i>	<i>x yds</i>	<i>xx.xx</i>	<i>xxx.xx</i>	<i>xxx.xx</i>	<i>xxx.xx</i>
<i>etc</i>					
	<i>Sub total</i>		<i>\$x,xxx.xx</i>	<i>\$x,xxx.xx</i>	<i>\$x,xxx.xx</i>
<i>Steel</i>	<i>x lengths</i>	<i>\$xx.xx</i>	<i>\$xxx.xx</i>	<i>\$xxx.xx</i>	<i>\$xxx.xx</i>
<i>xxx</i>	<i>x bags</i>	<i>\$xx.xx</i>	<i>\$xxx.xx</i>	<i>\$xxx.xx</i>	<i>\$xxx.xx</i>
<i>etc</i>					
	<i>Sub total</i>		<i>\$x,xxx.xx</i>	<i>\$x,xxx.xx</i>	<i>\$x,xxx.xx</i>
<i>Paint</i>	<i>xx gallons</i>	<i>\$xx.xx</i>	<i>\$xxx.xx</i>	<i>\$xxx.xx</i>	<i>\$xxx.xx</i>
<i>Plaster</i>					
<i>1) xx</i>	<i>xx bags</i>	<i>\$xx.xx</i>	<i>\$xxx.xx</i>	<i>\$xxx.xx</i>	<i>\$xxx.xx</i>
<i>2) Etc</i>					
	<i>Sub Total</i>		<i>\$xxx.xx</i>	<i>\$xxx.xx</i>	<i>\$xxx.xx</i>
	<i>Grand Total</i>		<i>\$xx,xxx.xx</i>	<i>\$xx,xxx.xx</i>	<i>\$xx,xxx.xx</i>

Additional Information may be entered on separate sheet(s)