

**Islamic Republic of Iran**  
**Ministry of Economic Affairs and Finance**  
**Organization for Investment, Economic**  
**and Technical Assistance of Iran (OIETAI)**

**Application for Investment**  
**under**  
**the Foreign Investment**  
**Promotion and Protection Act**  
**(Form 100-1)**

(FDI / Civil Partnership  
Greenfield Projects)



*Islamic Republic of Iran  
Ministry of Economic Affairs and Finance  
Organization for Investment, Economic  
and Technical Assistance of Iran  
(O.I.E.T.A.I.)*

**Application for Investment under  
the Foreign Investment Promotion  
and Protection Act  
( FIPPA)**

**A. Specification of the applicant**

**1- Full name of the applicant/s: (person, firm , etc.)**

I.....  
II.....  
III.....

**2- Legal status of the applicant:**

private ? state owned? other ? ( If other , give more information):  
.....

**3-Is the company listed in any Stock Exchange?**

Yes  No ?? If yes, where:.....

**4- Nationality and legal domicile of the applicant (full address):**

I.....  
Tel:.....Fax:.....E-mail:.....  
II.....  
Tel:.....Fax:.....E-mail:.....  
III.....  
Tel:.....Fax:.....E-mail:.....

*Signature*

**5- Information on major shareholders of the applicant in case the applicant is a legal entity:**

Name	Nationality	Equity %
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....

**6- Current activities of the applicant:**

.....  
.....

**7- Investments of the applicant in other countries:**

.....

**8- References ( banks , industrial and business personalities ) :**

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

*Signature*

**B. Purpose of Investment**

**9- Describe the activity/project in which the applicant intends to invest:**

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

**10- Foreign capital to be imported by the applicant:**

Amount: ..... (Forex)

Type:

Cash: .....

Non-cash:

- machinery & equipment .....
- tools & spares .....
- CKD parts .....
- raw, addable & auxiliary materials .....
- patent, technical know-how .....
- trade marks & names .....
- technical services .....

Total \_\_\_\_\_

**11- Percentage of foreign share in the equity capital: .....**

*Signature*

**C. Information on the Company**  
**which is to use Foreign Capital**

**12- Name of the company:** .....

established
  to be established

**13- Particulars of the company, if established:**

- Legal status : .....

- Activity : .....

- Registration No.:.....Date: .....

- Paid up capital :.....Rls. Par value:.....

- Address : .....

.....

Tel:..... Fax: .....

E-mail : .....Home page:.....

**14- Local partners:**

<u>Name</u>	<u>Equity %</u>	<u>gov./non-gov.*</u>
I.....	.....	.....
II.....	.....	.....
III.....	.....	.....

**15- Local partners competence supporting the realization of the project:**

I.....

II.....

III.....

**16- Management of the company:**

I- Number of directors:

Local ..... Foreign .....

II- Please give details on top management positions, and decision making procedures in ordinary and extra-ordinary general meetings:

.....

.....

.....

.....

.....

.....

\*"gov" stands for "government"

"non-gov" refers to Private, Cooperatives and/or non-government public institutions.

**Signature**

**D. Feasibility Analysis**

**17- Project title:** .....  
.....  
.....  
.....

**18- Location:** .....  
.....  
.....  
.....

**19- Nominal capacity:**  
.....

**20- Time schedule for implementation of the project:**  
.....  
.....

**21- Brief description on products/services and production process:**  
.....  
.....  
.....  
.....  
.....

**22- Products/Services:**

Product/Service	Unit	Year				
		1	2	3	4	5
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....

- I- Number of shifts :
- II- Number of days / year :
- III- Localization programme:

<u>Year</u>	<u>Percentage</u>
.....	.....
.....	.....
.....	.....

*Signature*

**23- Project costs:**

## a) Fixed costs:

(RIs. 000,000)

Costs	Local Currency	In Foreign Currency	Total*
Land	.....	.....	.....
Buildings , constructions	.....	.....	.....
Machinery and equipment	.....	.....	.....
Utilities	.....	.....	.....
Vehicles	.....	.....	.....
Auxiliary costs ( services , installation , etc. )	.....	.....	.....
Know - how, technical services	.....	.....	.....
Pre-production expenditures	.....	.....	.....
Contingencies	.....	.....	.....
<b>Total</b>	.....	.....	.....

## b) Working capital requirements for a period of ..... months:

(RIs. 000,000)

Costs	Local Currency	In Foreign Currency	Total
Raw materials/ Intermediate	.....	.....	.....
CKD parts	.....	.....	.....
Salaries and wages	.....	.....	.....
Energy	.....	.....	.....
Administrative and sales	.....	.....	.....
Repair, tools , spares	.....	.....	.....
Costs of financing	.....	.....	.....
Contingencies	.....	.....	.....
<b>Total</b>	.....	.....	.....

- Percentage of indigenous versus imported items: .....%

Forex Unit      RIs

\* Conversion rate (depending on applicable foreign currency and prevailing rate of exchange): ..... = .....

**Signature**

- What are the major imported materials and the quantity?

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

- To what extent the imported materials are available locally?

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

c) Total investment costs:

Fixed costs : ..... RIs

Working capital: ..... RIs

-----  
 Total : ..... RIs

of which:

(Forex unit)

- Foreign currency portion ..... .....

#### 24- Sources of financing:

a) Investment structure:

(RIs. 000,000)

Source	Share capital		Loan /Credit Facilities
	amount	( % )	
Local	.....( )		.....
Foreign (s)	I.....( )		.....
	II.....( )		.....
	III.....( )		.....
Other *	—		.....
Total Rial	.....		.....
of which: Forex Portion	.....		.....

b) Name of foreign and/or local financial institution(s) providing loan/  
 credit facilities : .....

.....  
 .....

\* Sources of financing other than the local and foreign shareholders, whether from domestic and/or foreign sources for which the investee company/J.V.C. is liable for repayment.

Signature



c) Terms and conditions of foreign currency loans/ credits:

Source	Amount	Period	Rate	Terms of repayment
Foreign shareholders	..... ..... .....	..... ..... .....	..... ..... .....	..... ..... .....
Other (Foreign and/or domestic third party financing)	..... ..... .....	..... ..... .....	..... ..... .....	..... ..... .....

- Capital ratio on total investment: .....%

**25- Know-how and royalty:**

- Commitments of supplier of technology:

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

- Rate of royalty fee, if any, and the period: .....

- Rate of technical fee, if any, and the period: .....

**26- Employment:**

Local ..... Foreign .....

**27- Training Programme:**

In Iran: .....

In abroad: .....

**28. Market survey** (information on: existing firms having the same activities in Iran, operational capacity, import/export figures, consumption trend, competitors and export prospects, etc.):

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

*Signature*

**29. Operation / production cost and income statement:**

i) Operation / production cost:

(000,000 RIs)

Description	Year				
	1	2	3	4	5
Materials	.....	.....	.....	.....	.....
Labour	.....	.....	.....	.....	.....
Utilities	.....	.....	.....	.....	.....
Repair & maintenance	.....	.....	.....	.....	.....
Deprciation	.....	.....	.....	.....	.....
Administrative & sales	.....	.....	.....	.....	.....
Other	.....	.....	.....	.....	.....
Total	.....	.....	.....	.....	.....
Volume	.....	.....	.....	.....	.....
Unit cost(RIs)	.....	.....	.....	.....	.....

b) Sales:

( 000,000, RIs)

Year Market	1		2		3		4		5	
	vol.	amount	vol.	amount	Vol.	amount	Vol.	amount	Vol.	Amount
Local	.....	.....	.....	.....	.....	.....	.....	.....	.....	.....
Export *	.....	.....	.....	.....	.....	.....	.....	.....	.....	.....
Total	.....	.....	.....	.....	.....	.....	.....	.....	.....	.....

- \* Projected exports per year expressed as a percentage of total sales value:

<u>Year 1</u>	<u>Year 2</u>	<u>Year3</u>	<u>Year4</u>	<u>Year5</u>	<u>Year10</u>
.....	.....	.....	.....	.....	.....

\* : Applicant(s) are kindly requested to foresee the export volume/percentage as diligently as possible, since any export prediction shall be considered as "Export Commitment", which will be stipulated in the Investment License.

Signature

## c) Income statement:

( 000,000,

Description	RIs.)				
	year				
	1	2	3	4	5
<b>Sales</b>	.....	.....	.....	.....	.....
less :					
total costs (production, administration and sales)	(.....)	(.....)	(.....)	(.....)	(.....)
<b>operational income</b>	.....	.....	.....	.....	.....
less :					
financial costs	(.....)	(.....)	(.....)	(.....)	(.....)
<b>Income before tax</b>	.....	.....	.....	.....	.....
less :					
tax	(.....)	(.....)	(.....)	(.....)	(.....)
<b>Profit</b>	.....	.....	.....	.....	.....
less :					
reserves	(.....)	(.....)	(.....)	(.....)	(.....)
<b>Profit to be distributed</b>	.....	.....	.....	.....	.....
<b>Foreign share(dividends)</b>	.....	.....	.....	.....	.....

## 30- Foreign exchange balancing:

(Forex Unit )

(.....)

Description	Year					
	1	2	3	4	5	...10
<b>Export sales</b>	.....	.....	.....	.....	.....	.....
less :						
Raw materials and parts	(.....)	(.....)	(.....)	(.....)	(.....)	(.....)
Foreign loans / credits	(.....)	(.....)	(.....)	(.....)	(.....)	(.....)
Cost (interest) of loans	(.....)	(.....)	(.....)	(.....)	(.....)	(.....)
Foreign technicians	(.....)	(.....)	(.....)	(.....)	(.....)	(.....)
Royalty payments	(.....)	(.....)	(.....)	(.....)	(.....)	(.....)
Foreign dividends	(.....)	(.....)	(.....)	(.....)	(.....)	(.....)
Other	(.....)	(.....)	(.....)	(.....)	(.....)	(.....)
<b>Balance (+ / -)</b>	.....	.....	.....	.....	.....	.....

## 31- Which of the following ways you prefer for procuring the foreign currency for the transfer of your dividends:

- by way of purchase of foreign currency from the banking system ; or
- by way of free access to the export proceeds and/or foreign currency revenues resulting from providing services in and outside the country, without any surrender commitment for the return of the for-ex revenues to the country; and /or
- by way of a combination of the a.m. two ways at a defined ratio.

Signature

**32- Economic parameters:**

- Break - Even point : .....
- Net Added Value : .....
- Internal Rate of Return : .....
- Investment Return Period : .....

**33- The applicant is required to provide the following documents along with the filled in application form at the time of submission of the application to the OIETAI (please tick):**

- A covering letter by the Applicant/s addressed to the OIETAI, stating Applicant's request for approval under the FIPPA.
- Short resume of applicant/s.
- Copy of the Establishment License issued by the relevant ministry and/or government agency.
- A detailed list of the machinery & equipment containing number, country and year of manufacture, and unit price, in case the capital is to be imported into the country in kind (non - cash) .
- The list of CKD parts containing quantity and price.
- Copy of the Joint Venture Agreement ( if available ).
- Copy of the Feasibility Report of the Project ( if available ).
- Copy of the transfer of technology and service agreements, if applicable.
- Any other document deemed to be helpful.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Having read the Foreign Investment Promotion and Protection Act (FIPPA) as well as its implementing regulations , I, ..... the authorized representative have completed on behalf of ..... (The Applicant/s ) the above application and hereby apply for approval .*

*On behalf of the Foreign Investor/s*

*Signature .....*

*Date .....Stamp*

Confirmed by: .....  
representing Iranian partners

*Signature .....*

Note: In case the space designated for each question of the application form is not sufficient to cover the answers, the applicant/s are kindly requested to attach additional pages as required.