

THE RWANDA DEVELOPMENT BOARD (R.D.B)

BP 6239 KIGALI-RWANDA

Requirements for renewal of an Investment Certificate

- An application for renewal of an Investment Certificate is done online through www.rdb.rw, [e-Services](#), click on [investment registration](#), create account first.
- Application letter addressed to the CEO of Rwanda Development Board requesting for renewal of an Investment Certificate.
- An application file for renewal of an investment certificate contains the following documents:
 - a) A five-year investment plan includes at least the following:
 - i) an estimated investment amount and number of employees; ii) detailed information on raw materials sourced in Rwanda or in the locality where the investment is operating;
 - iii) detailed information on financing or assets to be sourced abroad, and the timeframe in which the financing or assets will be used;
- A report on the implementation of the investment project from the date of issuance of the investment certificate submitted to the Board and a notarized the copy of the latest financial report;
- contact details of the project physical office and identification and contact details of the registered investor;
- A notarized copy of the registered investor's passport or identity card.
- Provide the license granted by the business sector in which you intend to operate, where applicable.
- Pay a non-refundable fee of US \$ 500 for Investment Certificate at account Number **No. No. 100001110181 USD** and **No. 100001110882 RWF** at any branch of Bank of Kigali or at **Bank of Kigali Swift Code: BKIGRWRW**.

Upon issuance of approval of application for renewal of an Investment Certificate, a focal person from RDB is assigned for each project.

It will take a maximum of two working days to process your application and issue the new certificate of investment if all documents are submitted adhere to the requirements.