



THE RWANDA DEVELOPMENT BOARD (R.D.B)

BP 6239 KIGALI-RWANDA

Procedures for obtaining investment registration in Rwanda

1. The application for investment registration is done online at www.rdb.rw, [eServices](#) click on **Investment Registration link**, create an account first.
 - First, obtain Company Incorporation Certificate from the Office of the Registrar General at www.rdb.rw, [e-Services](#), click on **Business Registration link**, create account first, of which the Company Code/TIN will be used to do online application.
 - Provide the project's Environmental Impact Assessment Certificate(EIA), issued by RDB, if any.
 - Provide the license granted by the business sector in which you intend to operate, where applicable.
 - Pay a non-refundable fee of US \$ 500 or its equivalent in RWF for Investment Certificate at account Number **No. 100001110181 USD** and **No. 100001110882 RWF** at any branch of Bank of Kigali or at **Bank of Kigali Swift Code: BKIGRWRW**. Please, use the current selling value as per BNR exchange rate.
2. Application letter addressed to the CEO of Rwanda Development Board requesting for an Investment Certificate.
3. Your business plan should at least clearly indicate the following;(Note: Once the business plan is ready, please attach it on online application)
 - executive summary of the project
 - action plan or implementation plan of the project.
 - profile of the project promoter(s);
 - market study or market analysis
 - The date of commencement of operations
 - detailed information on any raw materials sourced in the country or in the locality where the investment is operating.
 - detailed information on any financing and assets to be sourced from outside Rwanda, including the timeframe in which these finances and assets shall be invested.
 - details of the projected technology and knowledge transfer

- Projected number of employees and categories of employments
- Projected statement of income and expenditure for 5 years

1

Corner Blvd. de L'Umuganda (Airport Rd) & Nyarutarama Road, P. O. Box 6239, Gishushu, Kigali, Rwanda. Email: info@rdb.rw

Upon issuance of approval of application for investment registration, 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 certificate of investment registration if all documents are submitted and are in order.

Some of criteria for investment project evaluation

- Non trading activity
- Creation of quality jobs
- Transfer skills and technology
- Use of local raw materials
- Potential for export
- Potential to create backward and forward linkages
- Innovation and creativity

2

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