

# MEMBERSHIP FORM

## Section A: Company Details

**Name of Enterprise** \_\_\_\_\_

**Trade Name** \_\_\_\_\_

**Address** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Telephone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**Email** \_\_\_\_\_ **Website** \_\_\_\_\_

**Products & Services** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Group of Companies** \_\_\_\_\_  
*(If applicable)*

**Sister Companies** \_\_\_\_\_  
*(If applicable)*

**Reason/s for joining Business Mauritius** \_\_\_\_\_  
 \_\_\_\_\_

## Section B: Contact Persons

For more effective communication, kindly indicate the relevant contact persons for a targeted mailing approach.

| Name                                   | Job Title | Email |
|--|-----------|-------|
| <b>Management</b>                      |           |       |
| _____                                  | _____     | _____ |
| _____                                  | _____     | _____ |
| <b>Human Resource Management</b>       |           |       |
| _____                                  | _____     | _____ |
| _____                                  | _____     | _____ |
| <b>Training</b>                        |           |       |
| _____                                  | _____     | _____ |
| <b>Corporate Social Responsibility</b> |           |       |
| _____                                  | _____     | _____ |
| <b>Finance (for invoicing)</b>         |           |       |
| _____                                  | _____     | _____ |

### Section C: Supporting Documents to be provided

- |   |                          |
|---|--------------------------|
| Business Registration Card  | <input type="checkbox"/> |
| NPS Employer Registration Card  | <input type="checkbox"/> |
| Certificate of Incorporation / Certificate of Registration of Association | <input type="checkbox"/> |
| Certificate of Registration (Value Added Tax) (if applicable)             | <input type="checkbox"/> |
| Corporate Brochure  | <input type="checkbox"/> |
| Annual Report   | <input type="checkbox"/> |

### Section D: Calculation of Entrance and Subscription Fees

Number of Employees as at \_\_\_\_\_

**Annual Wage Bill**

*Basic Wage Bill of last Financial Year, excluding overtime pay and other bonuses)*

**Entrance Fee (Non-refundable)**

*(Please ✓ as appropriate)*

- |  |         |
|--|---------|
| <input type="checkbox"/> Up to 100 Employees     | Rs1,000 |
| <input type="checkbox"/> More than 100 Employees | Rs3,000 |

**Annual Subscription Fee\***

*(Please ✓ as appropriate)*

- |   |  |
|---|--|
| <input type="checkbox"/> Enterprises with an annual wage bill of up to Rs8.33M                          | Rs10,000                                 |
| <input type="checkbox"/> Enterprises with an annual wage bill of more than Rs8.33 M but less than Rs25M | 0.12% of Wage Bill                       |
| <input type="checkbox"/> Enterprises with an annual wage bill of more than Rs25M                        | 0.13% of Wage Bill<br>(Max of Rs450,000) |

### Section E: Payment of Fees

Please find enclosed my cheque, number \_\_\_\_\_ of \_\_\_\_\_ Bank/ Cash

representing the payment of Entrance Fee amounting to MUR \_\_\_\_\_

and the Annual Subscription Fee amounting to MUR \_\_\_\_\_.

*Note: The cheque should be drawn to the order of the "Business Mauritius"*

|                    |                         |
|--------------------|-------------------------|
| <b>Name:</b> _____ | <b>Job Title:</b> _____ |
| <b>Date:</b> _____ | <b>Signature:</b> _____ |