

**NATIONAL OFFICE FOR TECHNOLOGY ACQUISITION AND PROMOTION**

*(Established by Decree No. 70, 1979 as amended by Decree No. 82, 1992)*

**APPLICATION FORM**

*(To be used for the registration of Technology Transfer Agreements)*

**DIRECTOR GENERAL/CHIEF EXECUTIVE OFFICER**

National Office for Technology Acquisition and Promotion (NOTAP)  
4, Blantyre Crescent, Off Adetokunbo Ademola Crescent  
Wuse II, P.M.B 5074, Wuse, Abuja, Nigeria

Date:.....

Name:.....

Position in Company: .....

Citizen of .....

This application form is to be duly completed by a Company incorporated under the Laws of Nigeria, whose Memorandum and Articles of Association are annexed as Schedule I to the present application form and in compliance with the provision of Decree No. 70 of 1979. The Company hereby applies for the registration of the agreement which details are stated below and a copy of which is attached.

**DATA ON THE AGREEMENT**

Title of the agreement.....

Transferee.....

**(Name of the Nigerian Company)**

Address.....

**(Indicate Number, Street, City, State)**

Transferor.....

**(Name of the Foreign Company)**

Address:.....

**(Indicate Number, Street, City, State)**

Date of signing the agreement .....

Effective date of the agreement .....

Expiry date of the agreement .....

I am duly authorized to furnish the foregoing information and confirm that the said information is to the best of my knowledge, true and correct. I hereby depose and say that I am perfectly aware of the provisions of the said Decree and especially of the penalties therein for false statement.

**Name**.....

**Signature**.....

**Phone No**.....

**ANNEXES**

- i. Memorandum and Articles of Association of the Company.
- ii. Two copies of the Agreement to be registered.
- iii. Two copies of the Questionnaire duly completed.
- iv. A copy of the feasibility study (for new Companies).
- v. Annual audited accounts for 3 years.
- vi. Certificate of incorporation (for new Companies).
- vii. Evidence of Tax payments (Company tax) for the last 3 years
- viii. Tax Payer Identification Number (TIN)
- ix. Profile on Transferor/Technical Partner (Website, Brochure, etc)
- x. Comprehensive training programme (number of personnel, skill or knowledge to be acquired).
- xi. Evidence of remittance on previous approval (for renewal, SWIFT document).
- xii. Power of Attorney (where a client is being represented)
- xiii. Provide agreement with Original Equipment Manufacturer (for Reseller agreements).
- xiv. Evidence of capital importation where applicable.
- xv. Turnover and profit of locally manufactured goods covered by the Agreement (for Trademark Agreement).
- xvi. Letter of Award from End Users (where applicable)