



Assad
ASSOCIATES

Certified Public Accountants and Tax Consultants

With immediate effect from 5th October 2019, BRELA have gone online. Annual returns and documents of change of ALL businesses registered with BRELA now have to be filed online. This applies to Limited Liability Companies, Companies with Certificate of Compliance, Partnerships and Sole Proprietorships.

In order to be able to file any document online, the company first needs to register itself on the BRELA website <http://www.brela.go.tz/>. **Deadline of end of December 2019 for all companies to register themselves.**

If you would like us to register your company online for you, kindly send us:

- Photocopies of National ID (NIDA) Cards and TIN certificates of all Tanzanian Directors / Shareholders / Company Secretary / Proprietor / Partners. The names on the NIDA card and TIN certificate should match. If they do not match, kindly get the TIN certificate amended at TRA.
- Name of the ward (kata) in which the business and residential premises of all local Directors / Shareholders/ Company Secretary / Proprietor / Partners are located.
- Photocopies of passports of all foreign Directors / Shareholders / Company Secretary.
- Photocopy of Certificate of Incorporation in case a Director or Shareholder is a corporate company.
- Photocopy of financial statement for the year 2018 (upto the balance sheet) or Nil final tax return.
- Postal address of the Company.
- Email address of the Company.
- Email addresses and telephone numbers of all the directors / shareholders / company secretary.

Kindly note that this exercise takes time as BRELA officers check the file thoroughly before approval is granted.

Kindly visit us or contact our office on +255222115688 and speak with the BRELA TEAM. You can also email us directly at admin@assad.co.tz

Thank you
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