



Telecommunications Licence Application Checklist

a) For companies

- ✦ Incorporation certificate
- ✦ VIPA certificate, where applicable
- ✦ Certified copy of Articles and Memorandum of Association
- ✦ 2 passport photos of authorized representative(s)
- ✦ Identification (passport/vnpr/driving licence or other/should be preferable)
- ✦ Certificate of qualified technical staff
- ✦ Business plan and structure of Company
- ✦ Valid postal address, telephone, email
- ✦ Valid residential or location of Business

b) For businesses

- ✦ Business licence
- ✦ VIPA certificate, where applicable
- ✦ Certified copy of registered owner(s)
- ✦ passport photos of authorized representative(s)
- ✦ Identification (view: ID in terms of passport/vnpr/driving licence or other/should be preferable)
- ✦ Business address
- ✦ Business location
- ✦ Certificate of qualified technical staff
- ✦ Business plan
- ✦ Business plan and structure of Company
- ✦ Valid postal address, telephone, email
- ✦ Valid residential or location of Business

c) For small businesses (less than 4 million gross revenue)

- ✚ Owner's name and address
- ✚ Owner's ID (passport/VNPF card/driving licence, etc)
- ✚ Business address
- ✚ Business location
- ✚ Business plan
- ✚ Inspection of postal address
- ✚ Inspection of means of communication (telephone, email)
- ✚ Inspection of location