The Designated Processing Areas (DPA) Program (DPA Act, 27 of 2018) is intended to support investments that engage in International Trade and value addition, inclusive of technology transfer, generation of employment and production in accordance with standards of the intended market.

**ELIGIBLE SECTORS**
- Agro-Processing
- Aquaculture
- Manufacturing
- Data Processing (IT Enable Services)
- Developer of an Industrial or Business Park

**ELIGIBLE CATEGORIES**
- Building Materials & Supplies
- Fixtures and Fittings
- Plant, Machinery
- Equipment
- Utility Vehicle
- Raw Materials
- Packaging Materials

**INELIGIBLE CATEGORIES**
- Ammunition and Firearms
- Management Vehicles

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**CONTACT INFORMATION**

**Belize Trade and Investment Development Service (BELTRAIDE)**

14 Orchid Garden St., City of Belmopan, Cayo District, Belize

Tel: +(501) 822-3737
Email: investment@belizeinvest.org.bz
Website: www.belizeinvest.org.bz

**Ministry of Investment, Trade & Commerce**

3rd Floor, Garden City Building,
3984 Mountain View Boulevard, City of Belmopan

Tel: +(501) 822-2832
Email: foreigntrade@btl.net
Website: www.dgft.gov.bz

**Department of The Environment (DOE)**

Market Square, City Of Belmopan,
Cayo District, Belize

Tel: +(501) 822-2548/2819
Email: envirodept@environment.org.bz
Website: www.doe.gov.bz

**Central Building Authority (CBA)**

117 North Front Street, 2nd Floor, Belize City, Belize

Tel: +(501) 223-0421
Email: info@cbabelize.org
   centralbuildingauthority@yahoo.com
Website: www.cbabelize.org

**Belize Companies and Corporate Affairs Registry**

Ground Floor Garden City Hotel, Mountain View Boulevard,
City Of Belmopan, Belize

Tel: +(501) 822-0421
Email: belizecompaniesregistry@yahoo.com
Website: www.belizecompaniesregistry.gov.bz
STEP 1
MANDATORY DOCUMENTS

The following documents are required when applying for a Designated Processing Area (DPA) Incentive through BELTRAIDE.

INCORPORATION OF COMPANY

- All businesses and companies must be registered and formed under Chapter 250 of the Laws of Belize (see Belize Companies and Corporate Affairs Registry).

LAND TITLE/LEASE AGREEMENT

- Certified Land Register Report in the name of the applicant company (see Ministry of Natural Resources).
- Official Lease Agreement in the name of the applicant company and notarized by a Local Notary Public. Also to include the Certified Land Register Report (see Ministry of Natural Resources).

APPROVAL FROM CENTRAL BUILDING AUTHORITY

- No Objection Letter from Central Building Authority (CBA) in the name of the company seeking the DPA through BELTRAIDE (see CBA).

ENVIRONMENTAL CLEARANCE

- Department of the Environment (DOE) clearance (with the Executed Environmental Compliance Plan) in the name of the company seeking the DPA through BELTRAIDE (see DOE).

STEP 2
BUSINESS PROPOSAL

BUSINESS PROPOSAL CHECKLIST

- DPA Application Form- Schedule II, DPA Regulations
- Formal Letter Of Application
- Table of Content
- Background and Scope of Project
- Marketing Plan
- Physical Master Plan and Overall Layout
- Propose Construction Schedule
- Technology and Production
- Capital Cost Estimate
- Ownership, Staff and Management Organogram
- Ten (10) Year Financial Projection and Contributions
- Proof of Source of Funds
- Proof of Legal Access to the Intended Property
- List of Non-Controlled Items
- Company and Ownership Documents
- Executed Environmental Compliance Plan
- No Objection Letter from Central Building Authority

STEP 3
MINISTRY AND GOVERNMENT PARTNERS

Completed application seeking a Designated Processing Area Incentive vetted by the Ministry responsible for Investment, Trade and Commerce and relevant Government Partners.

STEP 4
DESIGNATED PROCESSING AREAS COMMITTEE (DPAC)

Completed application submitted for DPAC consideration.

FINAL DECISION

C.E.O responsible for Investment, Trade and Commerce issues one of the following DPA Status:

- Designated Processing Area Developer
- Designated Processing Area Business
- Special Designated Processing Area

PROCESSING FEES OVERVIEW

(New Application, Re-Investment & Variation of Change in Activities)

<table>
<thead>
<tr>
<th>Capital Investment</th>
<th>Application/Process Fee</th>
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<tbody>
<tr>
<td>Equal or Less BZ$500,000</td>
<td>BZ$10,000</td>
</tr>
<tr>
<td>BZ$500,001−BZ$1,000,000</td>
<td>BZ$15,000</td>
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<tr>
<td>BZ$1,000,001−BZ$3,000,000</td>
<td>BZ$20,000</td>
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<tr>
<td>Over BZ$3,000,000</td>
<td>BZ$25,000</td>
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Note: Yearly Industrial Roof Space (IRS) Fee-BZD $0.25 per sq. ft. for the first 7,500 sq. ft. & BZD $0.20 per sq.ft. above 7,500 sq. ft.

NON-REFUNDABLE FEES OVERVIEW

(New Application, Extension & Variation)

<table>
<thead>
<tr>
<th>Application Type</th>
<th>Non-Refundable Fee</th>
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<tbody>
<tr>
<td>New Application</td>
<td>BZ$5,000</td>
</tr>
<tr>
<td>Re-Investment (Extension Of DPA Status)</td>
<td>BZ$5,000</td>
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<tr>
<td>Variation (Change in Designation &amp; Change In Shareholder)</td>
<td>BZ$2,500</td>
</tr>
<tr>
<td>Over BZ$5 Million</td>
<td>$30,000</td>
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