



FIJI ISLANDS TRADE AND INVESTMENT BUREAU
JOINT VENTURE FORM

COMPANY DETAILS

Name of Company/Organisation: _____

Physical Address: _____

Phone: _____ **Fax:** _____

Email: _____

Website: _____

Shareholding Structure: _____

Contact Person: _____

Sector: (*Agriculture, Fishing, Forestry, Service, Manufacturing*): _____

If Other, Please give description:

No. Of Employees: (state whether full-time, part-time & casual/seasonal)

Full-time: _____

Part-time: _____

Casual/seasonal: _____

Total: _____

PRODUCT & SERVICE INFORMATION

Please provide full description of the company's/organisation product and services:

HISTORY OF BUSINESS

Year of Establishment: _____

Achievements: _____

Any Future Business Plans:

BUSINESS FINANCE AND ASSETS

[Please indicate with a tick if the company would be able to provide the following information to FTIB or to the relevant authorities should the need be]

Provide financial records for the previous 3-5years if possible

- Provide sales figures including targets for the following year/ monthly cashflow forecast
- Provide statement of current financial position
- Provide a business plan
- Provide inventory of current assets including land, buildings and machinery

ROLE OF INVESTOR/PARTNER

- ↙ State responsibilities of the intended partner

- ↙ State requirements from the intended partner

- ↙ State the approximated input [amount of capital/business]

LEGAL STRUCTURE

- ↙ Specify the partners shareholding

- ↙ Please state the contractual responsibilities between the parties?

INFORMATION ON INFRASTRUCTURE

- Costs & availability of relevant services such as business premises, electricity & water, transport facilities and roads, freight services and capacities (air and sea), wharf or airport storage and cooling facilities etc (if relevant)
- Labour availability, skills & costs

INCENTIVES/ADVANTAGES

- List any special incentives available in your national investment regulations eg tax holidays, tax free zones, tariff exemptions. (Correspondingly any special requirements which must be met to fulfil government regulations should be stated)