

Contact Details

For more information and to seek support

Norwegian Refugee Council (NRC)

Kampala: Offices at Mengo, Nsambya, Ndejje, Kawempe, Kireka (Plavu), Salama Road (PPDRU)
Arua: Offices at Mvara Arua City along Oluko Road and ICLA access center at Water Department
Offices, Arua District Local Government next to Auditor General's Office along Pajjulu Road.

Refugee Law Project (RLP)

Kampala: Office at Old Kampala, Opposite Old Kampala Primary School-Coronation Road.
Arua: Office at Water Mount Road/MUBS Avenue Nvara.

Ugandan Law Society (ULS)

Kampala: Office at Block 216 Plot 610, Buye, Wamala Road.
Arua: Office at Plot 12, Junior Quarters, Accessible Obi Crescent.

Faahfaahinta Xiriirka:

Si aad u hesho macluumaad dheeraad ah iyo taageero

Hay'adda Qaxootiga ee Norwegian (NRC)

Kampala: Xafiisyada ku yaal Mengo, Nsambya, Ndejje, Kawempe, Kireka (Plavu), Salama Road (PPDRU)

Arua: Xafiisyada ku yaal Mvara Arua City ee Oluko Road iyo Xarunta ICLA ee Water Department
Offices, Arua District Local Government, agagaarka Xafiiska Kormeeraha Guud ee Auditor General's
Office ee Pajjulu Road.

Mashruuca Xeerka Qaxootiga (RLP)

Kampala: Xafiiska ku yaal Old Kampala, horitaanka Dugsiga Hoose ee Old Kampala - Coronation Road.
Arua: Xafiiska ku yaal Water Mount Road/MUBS Avenue Nvara.

Ururka Qareenada Ugandha (ULS)

Kampala: Xafiiska ku yaal Block 216 Plot 610, Buye, Wamala Road.
Arua: Xafiiska ku yaal Plot 12, Quarters Junior, La heli karo Obi Crescent.

Khadka Caawinta FRM 0800 32 32 32



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Mas'uuliyadaha Qofka Leh Rukhsadda

Rukhsadda ganacsi waxay ansax tahay muddo 12 bilood ah, waa in la cusboonaysiiyaa sanadkiiba mar, waxaana laga doonayaa in si muuqata loogu soo bandhigo goobta ganacsiga. Helitaanka rukhsadda ganacsi sidoo kale waxay u baahan tahay in la ilaaliyo buug diiwaan-gelin ah.

This initiative is supported and funded by:



Hindisahan waxa taageeray oo maalgeliya:

Trading Licences

Know Your Rights and Responsibilities

EN/SOM



Rukhsada Ganacsiga

Ogow Xuquuqdaada iyo Mas'uuliyadahaada

Introduction

A trading license is an authorisation granted by the state government to operate a particular business or trade, regulated by both state laws and municipal regulations.

Key Provisions

By law, all individuals selling goods and services, including sole traders, require a trading licence, except for those engaged in specifically exempted trades such as trading in markets, selling agricultural produce, or operating handicraft businesses from their residences.

The Kampala Capital City Authority (KCCA) is responsible for licencing in Kampala. Outside of Kampala, the licensing process is managed by local council authorities, including municipal and town councils.

Responsibilities of a Licence holder

A Trading Licence is valid for twelve months, must be renewed annually, and should be prominently displayed at the place of business. Acquiring a trading licence also requires maintaining a book of records.

Hordhac

Loo oggolaansho ganacsi waa rukhsad ay bixiso dowladda gobolka si loo hawigeliyo ganacsi ama ganacsi gaar ah, waxaana lagu maamulaa shuruucda gobolka iyo xeerarka degmada.

Qodobbada Muhiimka ah

Sharciga, dhammaan dadka iibinaya alaabooyinka iyo adeegyada, oo ay ku jiraan ganacsatada kaligood ah, waxay u baahan yihiin rukhsad ganacsi, marka laga reebo kuwa ku hawlan ganacsiyo gaar ah oo laga dhaafay, sida ganacsiga suuqyada, iibinta wax-soo-saarka beeralayda, ama hawl-galinta ganacsiga farshaxanka ee guryahooda.

Hay'adda Maamulka Caasimadda Kampala (KCCA) ayaa mas'uul ka ah bixinta rukhsadaha ee magaalada Kampala. Dibadda Kampala, habka bixinta rukhsadaha waxaa maamula hay'adaha golayaasha deegaanka, oo ay ku jiraan golayaasha degmada iyo magaalooyinka.

Mas'uuliyadaha Qofka Leh Rukhsadda

Rukhsadda ganacsi waxay ansax tahay muddo 12 bilood ah, waa in la cusboonaysiiyaa sanadkiiba mar, waxaana laga doonayaa in si muuqata loogu soo bandhigo goobta ganacsiga. Helitaanka rukhsadda ganacsi sidoo kale waxay u baahan tahay in la ilaaliyo buug diiwaan-gelin ah.



Application Requirements

Application processes may vary in different areas. Contact the designated authority responsible and confirm the specific requirements, procedures, and fees for obtaining a licence. The following documents are usually required:

- Tax Identification Number (TIN)
- National ID or any other form of identification (Refugee ID or family attestation)
- Two (2) passport-sized photos
- Trading Licence (from the previous year in case of an existing business)
- Certificate of Registration of a Business Name from Uganda Registration Services Bureau URSB (in case of a registered business)
- Tenancy Agreement or rent receipts for the business premises
- Required fees

Non-national applicants, excluding refugees, may also require:

- Ministry of Trade, Industry and Cooperation Clearance for Non-East Africans
- Original work permit/entry permits

Note:

A company applicant must also provide the Certificate of Incorporation.

Shuruudaha Codsiga

Habraacyada Codsiga waxay ku kala duwanaan karaan goobaha kala duwan. La xiriir hay'adda mas'uulka ka ah oo xaqiiji shuruudaha gaarka ah, habraacyada, iyo khidmadaha helitaanka shatiga. Dukumentiyada soo socda ayaa badanaa loo baahan yahay:

Lambarka Aqoonsiga Cashuuraha (TIN)

Kaarka Aqoonsiga Qaranka ama nooc kale oo aqoonsi ah (Kaarka Qaxootiga ama caddeynta goyska)

Laba (2) sawir oo cabirkoodu yahay baasaboorka

Shatiga Ganacsiga (sanadka hore haddii uu jiro ganacsi hore)

Shahaadada Diiwaangelinta Magaca Ganacsiga ee ka socota Xafiiska Diiwaangelinta Uganda URSB (haddii uu yahay ganacsi diiwaangashan)

Heshiiska Kirada ama rasiidhada kirada ee goobta ganacsiga

Khidmadaha looga baahan yahay

Steps to Obtain a Licence

Follow these steps to apply for a Trading Licence

Kampala

1. Prepare the required documents.
2. Access the KCCA portal at www.kcca.go.ug
3. Complete the online application with business details, including nature and location.
4. Submit the online application and pay the required fees.

All Areas (Except Kampala)

1. Prepare the required documents.
2. Complete an application with business details, including nature and location.
3. Submit the application and documents to local authorities and pay the required fees.

Costs:

Trading licencing fees are determined according to the nature of the business and location. The fee assessment is based on a predetermined schedule issued by the Ministry of Trade and Industry, detailing the fees for different business types across various grading areas.

Tallaabooyinka Lagu Helayo

Tallaabooyinka Codsiga Ruqsadda Ganacsiga

Kampala

1. Diyaari dukumentiyada loo baahan yahay.
2. Gali bogga KCCA www.kcca.go.ug
3. Buuxi codsiga khadka internetka oo ku dar faahfaahinta ganacsiga, oo ay ku jirto nooca iyo goobta.
4. Gudbi codsiga khadka internetka oo bixi khidmadaha loo baahan yahay.

Dhammaan Gobollada (Marka laga reebo Kampala)

1. Diyaari dukumentiyada loo baahan yahay.
2. Buuxi codsiga oo ku dar faahfaahinta ganacsiga, oo ay ku jirto nooca iyo goobta.
3. Gudbi codsiga iyo dukumentiyada maamulka deegaanka oo bixi khidmadaha loo baahan yahay.

Khidmadaha: Khidmadaha ruqsadda ganacsiga waxaa lagu go'aamiyaa iyadoo la tixgelinayo nooca ganacsiga iyo goobta. Qiimeynta khidmadda waxaa lagu saleeyaa jadwal hore oo ay soo saartay Wasaaradda Ganacsiga iyo Warshadaha, oo faahfaahinaya khidmadaha ganacsivada noocvada kala duwan ee ku vaal goobaha kala duwan.