

DESIGNATED PROCESSING AREAS (DPA)

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

CONTACT INFORMATION

Belize Trade and Investment Development Service (BELTRAIDE)

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City of Belmopan, Cayo District

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Email: investment@belizeinvest.org.bz
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Ministry of Finance, Economic Development & Investment

3rd Floor, Left Wing, Sir Edney Cain Building
City of Belmopan

Tel: +(501) 822-2345
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)

Power Lane, St, City of Belmopan, Cayo District

Tel: +(501) 822-2215/1878
Email: info@cabelize.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*). OR
- 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

PROCESSING FEES OVERVIEW

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

Capital Investment	Application/Process Fee
Equal or Less BZ\$500,000	BZ\$5,000
BZ\$500,001–BZ\$1,000,000	BZ\$7,500
BZ\$1,000,001–BZ\$3,000,000	BZ\$10,000
Over BZ\$3,000,000	BZ\$12,500

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)

Application Type	Non-Refundable Fee
New Application	BZ\$2,500
Re-Investment (Extension Of DPA Status)	BZ\$2,500
Re-Investment (Extension of DPA Status) & Change in Shareholder	BZ\$1,250

STEP 3 MINISTRY AND GOVERNMENT PARTNERS

Completed application seeking a Designated Processing Area Incentive vetted by the Ministry of Finance, Economic Development and Investment 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