

**GUIDELINES FOR SETTING UP UPSTREAM PETROLEUM
SERVICE COMPANIES IN GHANA**

STEP 1

Submit a formal letter of application, addressed to

**THE MANAGING DIRECTOR
GHANA NATIONAL PETROLEUM CORPORATION
PRIVATE MAIL BAG
TEMA**

together with the following documents:

- Copy of Certificate of Incorporation of applicant Company.
- Copy of Certificate to Commence Business.
- Copy of the Company Regulations.

STEP 2

Pay Fifty Ghana Cedis [GH¢50.00] for the Registration Forms, and other information pack.

STEP 3

Submit completed Registration Form and accompanying enclosures in triplicate to the GNPC.

STEP 4

Pay Permit Fee of : GH¢1,000.00 (for local Companies)
US\$2,000.00 (for foreign Companies)

(Bankers Draft or Cheque issued from the Company's accounts, payable to the **Ghana National Petroleum Corporation**)

STEP 5

GNPC evaluates completed Forms

STEP 6

Issued with a PERMIT.