

Nature of Business and Their Requirements

NATURE OF BUSINESS	GOVERNMENT MINISTRY, DEPARTMENT OR OTHER AGENCY'S REQUIREMENT	PHONE	TYPE OF APPROVAL, PERMIT, LICENCE, CERTIFICATE OR LETTER OF APPROVAL	RENEWAL FREQUENCY
Accountants	Bah. Instit. Chartered Acc.	394-3439	Practicing Certificate/Lic.	Annual
Air Charter	Dept. Civil Aviation	377-7281	Charter Permit	Annual
Airlines	Dept. Civil Aviation	377-7281	Licence	Annual
All Businesses using a Trade Name	Dept. Registrar General	322-3316	Certificate	Annual
All Businesses which need Proof of Bahamian Status	Passport Office	325-2814	Passport	N/A
	Dept. Registrar General		Birth Certificate	N/A
All Businesses Claiming exemption under Hotel Encouragement Act	Prime Minister's Office	322-7500	Agreement	20 years
Indus. Encouragement Act	Prime Minister's Office	322-3740	Agreement	15 years
Spirit & Beer Man. Act	Ministry of Finance	327-1530	Agreement Only for duty paid over 2 mil yearly	Annual check of duties
All Businesses Operating from Shops	Licensing Authority	In House	General Shop Licence	One time
All Business Turnover \$50,000.00 up	Qual. Accountant from BICA		Certification Letter	Annual
Auto Body Repairs	Ministry Of Public Works	322-4831	Garage Licence	Annual
Auto Mechanic	Ministry of Public Works	322-4831	Garage Licence	Annual
Bank & Trust Cos.	Registrar General	322-3316	Certificate of Incorporation	Annual
	Public Treasury		Receipt	Annual
	Central Bank	322-4561	Bank Licence	Annual
		322-2193		
Boat Rentals	Port Authority		Boat Registration	Annual
Bookkeeping	Qualifications		Certificates	N/A
Building Contractors Gov't homes ONLY	Department of Housing	356-0765		
BY ORDER, sales or services, Home-Based	Dept. Physical Planning	322-7551	Letter of Approval	One time
Commercial Fishing	Dept. Fisheries	393-	Fishing Permit	Annual

Boats Over 20ft ONLY	Port Authority	1777 326-7354	Boat Registration Licence	Annual
Custom Brokers	Customs Dept.	326-4401	Brokerage Licence	Annual
Electrical Contractors	Bahamas Electricity Corp.	328-7700	Electrical Licence	Annual
Engineer (Electrical Structural) Other Mechanical	Ministry Of Works Qualifications			
Farming	Dept. of Agriculture		Letter	One time
Food By Order (Home-Based)	Dept. Environmental health		Letter	Annual
Food Vendor	Environmental Health	322-7425	Letter	Annual
	Police		Vendors Permit	Annual
Foreign Businesses	Registrar General Dept.	322-3316	Certificate Of Incorporation	Annual
	National Economic Council	327-5826	Letter	One time
Fruit Vendor	Dept. Agriculture	323-7502	Letter	Annual
	Environmental Health		Letter	Annual
	Police	322-4908	Vendors Permit	Annual
	Trade, Industry, Commerce			
Funeral Homes	Licensing Authority	In House	General Shop Licence	One time
Game Room Operation (Billiard Tables)	Licensing Authority	322-7502	Letter	Annual
	Dept. Public Safety			
Gas Service Station	Petroleum Dealer	In House	Letter of Approval	One time
	General Shop Licence		General Shop Licence	One time
Guard Dog Services	Agriculture & Fisheries	322-7502	Letter	Annual
	Kennel Inspections			
Heavy Equipment Operator	Road Traffic Dept.	325-3323	Licence Disc	Annual
	Ministry of Works	322-4831	Letter of Permit	Annual
Home-Based Businesses	Dept. Physical Planning	322-7551	Letter Of Approval	N/A
Hotels & Guest Houses	Ministry Of Tourism		Hotel Licence	Annual
Int'l Business Companies (IBC'S)	Registrar General Dept.	322-3316		
Insurance Cos.	Registrar of Insurance	328-1068	Proof of Pay 2%	Annual

			Prem. ta	
Jet Ski Operators	Port Authority	326-7354	Licence	Annual
Land Surveyors	Dept. Lands & /Survey	322-2328	Licence	Annual
Lawyers	Chief Justice Ministry of Foreign Affairs	322-7624	Admittance Cert. to Bahamas Bar Notary License	One time
Limited Companies	Registrar General	322-3316	Certificate Of Incorporation	Annual
Liquor Stores	Licensing Authority	In House	Liquor Licence	Annual
LP Gas Cos.	Ministry Of Public Works	322-4831	Letter	
LP Gas Cos.	Licensing Authority	In House	General Shop Licence	One time
Mail Boats	Port Authority	326-7354	Medical Licence Dental Licence Certificate Of Regis.	
Man. Of Bott. Water	Licensing Authority	In House		
Medical Professionals		322-4908	Exchange Control letter	Annual
Doctors	Ministry Of Health		Certificate of Incorporation	
Dentists	Ministry Of Health Bahamas Dental Council			
Motor Vehicle/Scooter Rental	Road Traffic Dept.	325-3323		
Non-Resident Cos.	Central Bank Registrar General	322-2193 322-3316	Exchange Control Letter Certificate of Incorporation	Annual
Nursery & Pre-School	Environmental Health Dept.	322-4908	Letter	Annual
(If in a Residential Area)	Ministry Of Education Physical Planning Dept.	322-8140 322-7550	Letter Letter	One time One time
Pest Control	Dept. Environmental Health	322-7425	Letter	Annual
Pharmacy	Licensing Authority Ministry Of Health	In House	General Shop Licence Pharmaceutical Licence	One time Annual
Plant Nursery	Licensing Authority	In House	General Shop Licence	One time

Plumbers	Ministry Of Public Works	322-4831	Plumbers Licence	One time
Real Estate Sales	Real Estates Association	325-4942	Licence (effect Jan. 96)	Annual
Restaurants	Licensing Authority	In House	Restaurant Licence	Annual
Retail Shops	Licensing Authority	In House	General Shop Licence	One time
Road Builders	Ministry Of Works	322-4831	Letter of Permit	
Scrap Builders	Ministry Of Works	322-4831	Letter	
	Dept. Environmental Health		Letter	
Seafood Vendors Arawak Cay/ Montague / Potters Cay & Farmers Market	Ministry Of Works	322-4831	Letter of Approval/ Stall	Annual
	Fisheries Dept.		Fishing Permit	Annual
	Environmental Health Dept.		Letter of Approval	
Straw Vendors	Ministry Of Public Works	322-4831	Letter of Approval / Stall	
Taxi Service	Road Traffic Dept.	325-3323	Franchise Letter	Annual Licence Disc
Tour Buses / Jitney	Road Traffic Dept.	325-3323	Franchise Licence	Annual Licence Disc
Travel Agencies / Tour Co.	International Assoc. Travel Agents		Letter	One time
Trucking Services	Road Traffic Dept.	325-3323	Licence Disc	Annual
	Ministry Of Public Works	322-4830	Letter Of Permit	Annual
Tyre Sales / Repairs	Licensing Authority	In House	General Shop Licence	One time
Vendors Private Property	Property Owner		Letter	One time
	Police Department		Vendors Permit	Annual
Vendors Public Property	Min. Public Works	322-4831	Letter	Annual
	Police Department	326-7354	Vendors Permit	
Water Sports	Port Authority		Registration	Annual
Welders	Ministry Of Public Works	322-4831	Letter	