

COMMUNIQUÉ-RENEWAL OF REGISTRATION AS DEALER UNDER THE JEWELLERY ACT

Dealers registered under Section 15 of the Jewellery Act whose registration certificate will expire on **20 February 2024**, are required to apply for renewal of their registration. Documents required for renewal of registration:

For a Company:

1. A duly filled and signed application form (available at the counter, Assay Office or downloaded online from our website);
2. A valid Trade fee Receipt issued by the Corporate and Business Registration Department (CBRD) for each outlet operating on your company's name;
3. The receipt of payment of the company Annual Registration Fee made to the Registrar of Companies for the current year or a certificate of current standing of the company; and
4. A Certificate of Character issued by the Office of the Director of Public Prosecutions (DPP) for each Director, Shareholder and Beneficial Owner dated not more than three months (Applicable for dealers with Assay Office Registration Number starting from **1001 to 2139**).

For an Individual:

1. A duly filled in and signed application form (available at the counter, Assay Office or downloaded online from our website);
2. A valid Trade fee Receipt issued by the Corporate and Business Registration Department (CBRD) for each outlet under your name; and
3. A Certificate of Character issued by the Office of the Director of Public Prosecutions (DPP) under your name dated not more than three months (Applicable for dealers with Assay Office Registration Number starting from **1001 to 2139**).

Where a dealer operating as an individual, elects a representative to submit an application on his behalf, the following documents should be submitted:

- a. The application form duly filled in and signed by the dealer;
- b. The NIC of the dealer and that of his representative;
- c. A letter signed by the dealer authorising the representative to submit the application on his behalf;
- d. The Trade fee Receipt issued by the Corporate and Business Registration Department (CBRD) for each outlet operating on dealer's name; and
- e. The Certificate of Character issued by the Office of the Director of Public Prosecutions (DPP) on the dealer's name and dated not more than three months.

Additionally, the prescribed fee for Type 1 or Type 2 dealers should be paid.

Payment of the Prescribed fee for Renewal of Registration:

The prescribed fee for registration as dealer for activities under Type 1 is Rs 3,000/-, Type 2 is Rs 150,000 and Rs 1000/- for each outlet. **A surcharge of 25% of the prescribed fee is applicable if payment is effected after 20 February 2024. Payment can be made either by CASH or CHEQUE.**

Where payment is made by Cheques, it should be crossed and drawn in favour of Government of Mauritius.

Office Hours: Monday to Friday- 9.00 to 15.00 hours (Lunch time: 12.00 - 12.30 hours)

08 January 2024

Assay Office