

FREETOWN CITY COUNCIL

OFFICE OF THE CHIEF ADMINISTRATOR

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THE WELFARE OF THE CITIZEN IS THE SUPREME LAW

81-Centenary House
17 Wallace-Johnson Street
Freetown
Republic of Sierra Leone

Date:

3rd/10/23

Company Number:

SLO31023

PACAF19138

REF: CA/LIC/018

THE MANAGER
PACA FOUNDATION

Dear Sir/ Madam

APPROVAL TO ESTABLISH A BUSINESS PREMISE WITHIN THE MUNICIPALITY OF FREETOWN

A warm welcome to the Municipality of Freetown.

Established in 1893, the Freetown City Council is responsible for controlling street and petty trading, keeping the city clean, issuance of license to shop owners amongst others and operations within the ambit of the Local Government Act 2004.

As a new company, we are delighted to inform you that your company is hereby authorized to establish its premises within this Municipality as at date of incorporation.

Please be informed that within 6 (six) months of establishment of your company, the Freetown City Council would carry out an assessment of your premises in order to determine the category to which your company belongs. You shall thereafter be informed of the municipal license fees that would apply to your premises and payable annually

To find out more about the Freetown City Council please visit our office at number 17 Wallace Johnson Street, Freetown.

Let me on behalf of the management and staff of this council thank you for choosing this city to establish your business.

Yours faithfully,

FESTUS B. KALLAY
CHIEF ADMINISTRATOR

Address all communications to the Chief Administrator and please quote the reference of any letter received from us