



NIGERIAN ASSOCIATION OF CHAMBERS OF COMMERCE, INDUSTRY, MINES, AND AGRICULTURE (NACCIMA)

NACCIMA HOUSE 8A, Oba Akinjobi Way, GRA, Ikeja, P.M.B. 12816, Lagos | Tel: 08118877564 (Mobile), 08118877562 (D/L)

Email: info@naccima.com; Website: www.naccima.com

MEMBERSHIP APPLICATION FORM

FOR BI-LATERAL CHAMBERS

NAME OF CHAMBER _____

POSTAL ADDRESS _____

REGISTERED OFFICE ADDRESS _____

TEL _____ FAX _____ EMAIL _____

DATE OF INCORPORATION _____ RC NO. _____

SPONSOR 1

NAME: _____

ADDRESS: _____

SPONSOR 2

NAME: _____

ADDRESS: _____

TOTAL NO. OF MEMBERS IN YOUR REGISTER: _____

OBJECTIVES OF THE CHAMBER (attach supplementary Sheets if necessary)

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

GENERAL GUIDELINES FOR ADMISSION OF BI-LATERAL CHAMBERS INTO ASSOCIATE MEMBERSHIP OF NACCIMA

For a Bi-Lateral Chamber to be fully admitted into an Associate Membership Status of NACCIMA, the following conditions must be fulfilled

1. The Nigerian Chapter of the Chamber's Bi-Lateral Relationship should be with a specific country and not with a group of countries or a region or a continent.
2. Membership of the Nigerian Chapter of the Bi-Lateral Chamber should have at least 15 subscription paying members who have existing business interest in the other country. The list of members with their addresses and business lines should be forwarded to NACCIMA and should be updated regularly.
3. The Nigerian Chapter of the Bi-Lateral Chamber should be duly registered with the Corporate Affairs Commission as a Company Limited by Guarantee. A photocopy of Certificate of Incorporation the Memorandum and Articles of Association should be forwarded to NACCIMA.
4. The NACCIMA and the country's Embassy/High Commission in Nigeria should have been formally notified of the existence of the Bi-Lateral Chamber.
5. The objectives of the Bi-Lateral Chamber should be such as will enhance Bi-Lateral trade flows between the two countries.
7. The Bi-Lateral Chamber should maintain a well equipped Secretariat of its own.
8. There should be at least four paid members of staff headed by a Graduate of Higher Institution or an experienced non-graduate, an Accounts clerk/Typist, Dispatch Clerk and PRO/Membership Recruitment Officer.
9. Upon receipt of the documents and fulfillment of the other requirements, Officials from the NACCIMA Secretariat will visit the Office of the Bi-Lateral Chamber to assess the level of available human and material resources and report on same.
10. A formal letter of admission to Associate Membership will be issued upon clearance from required committee and ratification by council and upon payment of Two Years' Subscription Fees and other Charges as may be required.

BI-LATERAL CHAMBER MEMBERSHIP FINANCIAL REQUIREMENT

1. Non-refundable Application fee
2. Two Years' Subscription Deposit
3. Development Levy

NOTE

Completed Application Form, CAC Certificate and Memorandum of Association with other necessary documents should be returned to:

The Director-General
Nigerian Association of Chambers of Commerce,
8A, Oba Akinjobi Way, GRA, Ikeja
Email: info@naccima.com