

**SECURITIES AND EXCHANGE COMMISSION (SEC)  
NIGERIA**



**APPLICATION FORM FOR AUTHORIZATION AND REGISTRATION OF PRIVATE EQUITY FUND IN ACCORDANCE WITH THE PROVISIONS OF SECTIONS 13 (h); 160 (1) – (4); 161 (1) – (5) OF THE INVESTMENT AND SECURITIES ACT, NO. 29, OF 2007, RULE 249D OF THE SEC RULES AND REGULATIONS**

**Instructions for Completion of Form**

- i. All questions must be answered in the space provided and not left blank. Where a question is not applicable please indicate by writing N/A in the space provided.
- ii. Information supplied/entered in the application form must be valid and correct as at a date not earlier than 30 days preceding the date of this application.
- iii. In the event of any material change to the information provided in this application prior to the authorization of the scheme, the applicant shall notify the Commission of such changes immediately.
- iv. Any false/misleading information found to have been supplied herein shall attract appropriate sanction(s)/penalty(ies) in line with the requirement of SEC Rules and Regulations.

Date of Submission of Application	
Reference/Processing Application No.	
Cheque No.	

- v. The form should be sworn to by a commissioner of oath or a notary public.

**1. APPLICANT/REGISTRANT**

- a) Name.....  
(Exact name as in certificate of incorporation)
- b) Head Office .....  
(Principal Office Address)
- c) Branch Office (i).....
- d) Branch Office (ii).....
- e) Other Address, if any (iii).....
- f) Telephone Number.....

**2. THE SCHEME/FUND**

- a) (i)Name of Proposed Scheme:.....  
(ii)Proposed Date of Commencement:.....
- b) Objective of the Scheme:.....  
.....  
.....
- c) Industry or Geographical focus of the Fund:.....  
.....  
.....
- d) Investment Criteria for Target Portfolio Companies:.....  
.....  
.....
- e) (i) Total Capital Commitment:.....  
(ii) Net Target Investment Return:.....  
(iii) Distribution of Proceeds and Sharing Ratio:.....
- g) Fees and Charges connected with investment in the Fund: .....

- .....
- .....
- h) Provision for admission of new and withdrawal of existing investors:.....
- .....
- .....
- i) Exit Routes from Investments:.....
- .....
- .....
- j) Management participation in the Fund:.....
- .....
- .....
- k) Repayment of Capital:.....
- .....
- l) Duration of the Fund and extension:.....

**3. THE MANAGEMENT COMPANY/ GENERAL PARTNER**

- (a) Names:.....
- (b) Address:.....
- (c) Date of Incorporation .....
- (d) Date of Commencement of business:.....

**4. SHAREHOLDING**

a) Name(s) of Substantial Shareholders (5% and above)

	Name	No. of Shares	Amount	%
Nigeria				
Foreign				

b) Names of beneficial owners of nominee shareholding of at least 5% of the ordinary share capital apart from pension funds (state the percentage in each case)

.....

c) State of business (where appropriate) and percentage contribution from each line (projected)

No.	Description	% Contribution to	
		Turn over	Net Profit
1.			
2.			
3.			
4.			
5.			

d) Details of Affiliates as follows: (if applicable)

(i) Name of Affiliate:.....

(ii) Address: .....

(iii) Nature of Affiliate:.....

e) Management and Principal Officers.

Name	Educational Qualification	Address	Share Qualification	% Shareholding in relation to total share capital	Remark	

f) Details of contingent liabilities (if any) estimate probability of actual due:.....

.....

.....

.....

g) (i) Are you a member of any Venture Capital Association or Private Equity Fund Managers Association?

(ii) Have you ever been found guilty of any misdemeanor breach of the rules of any such association?.....

- h) (i) Is any investment advisory contract subsisting between your company and any other?  
(ii) Details of any such investment Advisers stated below:

Name & Address	Pertinent Fund	Basis of Remuneration
.....	.....	.....
.....	.....	.....
.....	.....	.....

- i) (i) Are your officers covered by a Fidelity guarantee Insurance?

(ii) If yes give details:

Name & Insurer	Insured Valued	Date Last Premium paid	Previous Claims (if any)
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

- j) Details regarding previous claims relating to (i)(ii):.....  
.....  
.....  
.....  
.....

- k) Any subventions/source of funding for investment purposes.  
l) Details of Subventions.  
m) Five year financial summary (including management account as at immediate quarter preceding submission of application)

**FUND MANAGER:**

**Five year financial statement or such number of years the company has been in existence if less than 5years.**

Year 5 N'000	Year 4 N'000	Year 3 N'000	Year 2 N'000	Year 1 N'000
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**ASSET:**

- Cash at bank and in hand
- Propriety investments
- Prepayments and other assets
- Fixed income funds
- Long term investment
- Fixed assets

**TOTAL ASSETS:**

**LIABILITIES:**

- Bank Overdraft
- Loans
- Other Liabilities
- Fixed Income Funds
- Tax payable
- Dividend Payable
- Deferred Taxation

**TOTAL LIABILITIES:**

**FUNDS UNDER MANAGEMENT**

**NET ASSETS**

**CAPITAL RESERVES:**

- Share Capital
- Share premium
- Reserve for bonus issue
- Capital funds reserve
- Retained profit

- Profit before tax
- Taxation
- Profit after tax
- Earnings per share
- Dividend per share

**SIGNATURES AND CERTIFICATION**

Pursuant to the requirements of the Investment and Securities Act 2007 and the Rules and Regulations made thereunder, the Applicant/Registrant has duly caused this application form to be signed on its behalf by the undersigned hereunto duly authorized.

.....  
Applicant/Registrant

Date:.....Signature:.....

.....  
(Full Name and Title)

I certify that to the best of my knowledge and belief the information set-forth in this application form is true, complete and correct.

.....  
Date

.....  
Signature

.....  
(Full Name and Title

**NB:**

**\*This form should be notarized\***