



**REQUIREMENTS FOR LICENSING OF CARGO CONSOLIDATOR UNDER  
THE MERCHANT SHIPPING ACT 2009**

1. A duly **filled, dated** and **stamped** Application form obtainable from Kenya Maritime Authority office and website at a non-refundable fee of **USD. 5** (Five US Dollars);
2. A **copy** of the **official Payment Receipt** issued by the Licensing Authority (KMA) for the application processing fee.
3. **Certified copies** of:
  - (a) The Applicant's (Company) **KRA PIN Certificate**,
  - (b) The Applicant's (Company) **Certificate of Incorporation**, and
  - (c) The Applicant's (Company) **Memorandum & Articles of Association**.
4. **Certified copy** of current **company annual returns** from the register of companies (for companies more than 18 months since incorporation) or **Company search** (CR 12) showing current Directors (for companies less than 18 months since incorporation) (**annual requirement**).
5. **Certified copy** of dully executed **Tenancy Agreement** or **Lease/Sub-Lease Agreement** or copy of **Title Deed** for the occupied office premises or **certified copy** of **Offer Letter** attached with **current rent fee remittance**.
6. **Tariff Structure** on **company letter head** and **dated** (**annual requirement**).
7. A Brief Professional Profile of **key person** (s) in-charge of **operations** on the **company letter head**.
8. **Certified copies** of :
  - (a) Local Directors' **Identity Cards/Passports**;
  - (b) Local Directors' **KRA PIN Certificates**
  - (c) Foreign director to present **Notarized passport copies**.
9. Annual License fee of **US 250/-** (Two Hundred and Fifty Dollars) upon approval.

**\*Certification of the documents should be done by an advocate\***

Bank: Kenya Commercial Bank  
Account Name: *Kenya Maritime Authority*  
Account No.: 1167698452  
Branch: Kilindini - Mombasa  
Currency: US Dollars