

## **Coffee Agent Registration Requirements**

To enhance the Authority's regulatory role and protect the interests of the farmers, the Board of Agriculture and Food authority has approved the following further requirements for an applicant for a coffee agent license.

1. Must be registered in Kenya
2. A certified copy of certificate of incorporation.
3. Certificate of registration form 2 (CR 12) from the registrar of companies.
4. A paid up share capital of not less than KSh. 100,000.
5. Names of company directors, individual National ID/Passport No, Pin Numbers and certificate of good conduct.
6. Tax compliance certificate from Kenya Revenue Authority (KRA) for the Company.
7. Have a minimum technical knowledge of three years in coffee business (attach CVs of staff and Company profile)
8. May engage services of a qualified liquorer where necessary with access to a cupping facility.
9. Undertaking to furnish the Directorate with monthly marketing returns.
10. Indemnity against professional misconduct leading to loss in coffee value or any other acts of negligence.
11. The farmer and the agent shall undertake to furnish the Directorate with signed agreements indicating how payment for service providers will be effected.
12. Registration fee of USD. 1000
13. Any other requirements that may be prescribed by the Authority from time to time.