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**THE ZANZIBAR BUSINESS AND PROPERTY REGISTRATION
AGENCY ACT, NO. 13 OF 2012**

**THE ZANZIBAR BUSINESS AND PROPERTY REGISTRATION
AGENCY (FEES AND CHARGES) REGULATIONS**

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**THE ZANZIBAR BUSINESS AND PROPERTY REGISTRATION
AGENCY ACT NO. 13 OF 2012**

**THE ZANZIBAR BUSINESS AND PROPERTY REGISTRATION
AGENCY (FEES AND CHARGES) REGULATIONS**

[Made under section 24(2)(c)]

**L.N 55 of
2025**

IN EXERCISE of the power conferred upon me under section 24(2)(c) of the Zanzibar Business and Property Registration Agency Act, No. 13 of 2012, **I, OMAR SAID SHAABAN**, Minister of Trade and Industrial Development, do hereby make the following Regulations:

**PART ONE
PRELIMINARY PROVISIONS**

Short
title and
commen-
cement.

1. These Regulations may be cited as the Zanzibar Business and Property Registrations Agency (Fees and Charges) Regulations, 2025 and shall come into operation after being signed by the Minister and published in the Gazette.

Interpre-
tation.

2. In these Regulations, unless the context otherwise requires:

“Act” means the Zanzibar Business and Property Registration Agency Act, No. 13 of 2012;

“Agency” has the same meaning as ascribed to it under the Act;
and

“Registrar” has the same meaning as ascribed to it under the Act;

**PART TWO
AGENCY FEES AND CHARGES**

Fees and
charges.

3.-(1) There shall be fees and charges to be collected by the Agency as prescribed under the First Schedule of these Regulations.

(2) The fees and charges paid under the provisions of these Regulations shall be non-refundable.

4. Every penalty shall be calculated using cumulative formula.

Penalty
with
cumulative
formula.

PART THREE MISCELLANEOUS PROVISIONS

5.-(1) The Registrar shall charge any person a penalty set out in these Regulations whenever there is an apparent failure to comply with the requirement under the relevant laws.

Powers of
Registrar.

(2) The Registrar may, at his absolute discretion, reduce or remit payment of any fee or charge under these Regulations as he may think fit in any particular case.

(3) The Registrar shall, if exercises the power under subregulation (2) of this regulation, endorse on the application form set out in the Second Schedule of these Regulations, a note of reduction or remission, or otherwise, and of the reasons therefor.

6.-(1) The following schedules are hereby revoked:

Revocation
and saving.

- (a) Schedule 1MM of the Registration of Document Rules of the Registration of Document Decree, Cap. 99;
- (b) First Schedule of the Zanzibar Industrial Property Regulations,
- (c) Second Schedule of the Companies Regulations, 2017,
- (d) The part of "FEES" contained in the Second Schedule of the Registration of Business Names Rules made under the Registration of Business Names Decree, Cap. 168;
- (e) Second Schedule of the Business Entity Registration Regulations, 2018; and
- (f) Third Schedule of the Secured Transaction on Movable Property Regulations, 2018.

(2) Notwithstanding the provisions under subregulation (1) of this regulation, anything done or purported to be done under the revoked regulations shall be deemed to have been done under the provisions of these Regulations.

FIRST SCHEDULE

AGENCY FEES AND CHARGES

[Made under regulation 3(1)]

(a) FEES AND CHARGES RELATING TO COMPANIES

S.N	ON THE REGISTRATION OF	AMOUNT
i.	A local company with share capital of: • TZS 10,000,000. • TZS 10,000,001 to TZS 50,000,000 • More than TZS 50,000,000	TZS 200,000 TZS 300,000 1% of share capital
ii.	A local company without share capital	TZS 200,000
iii.	Foreign company	USD 1,300
iv.	Registration of company secretary upon consenting to act	TZS 20,000
v.	Addition of another company secretary	TZS 20,000
vi.	Trading name	TZS 20,000 per name
vii.	Reservation of company name	TZS 50,000
viii.	Charges	TZS 100,000
ON THE FILING OF		
ix.	Particulars of change	TZS 20,000 per each change
x.	Information of transfer of shares • 1 to 10 shares • 10 to 50 shares • Above 50 shares	TZS 30,000 TZS 50,000 TZS 100,000
xi.	Allotment of shares	TZS 35,000

xii.	Information of increase of share capital	1% of the increased amount
xiii.	Annual returns	TZS 100,000
xiv.	Copy of resolution of annual general meeting	TZS 30,000
xv.	Particulars to the Registrar	TZS 10,000 per particular
xvi.	Notice of appointment or ceasing of a receiver or manager of the property of a company	TZS 50,000
xvii.	Declaration of solvency or insolvency	TZS 50,000
xviii.	Caveat	TZS 100,000
xix.	Share certificate	TZS 20,000 per certificate
xx.	Any other particulars not expressly mentioned	TZS 30,000
ON THE APPLICATION FOR		
xxi.	Standard search of a document	TZS 20,000
xxii.	Custom search of a document	TZS 30,000
xxiii.	Perusal search of a document	TZS 50,000
xxiv.	Certification of any company document on the register except for memorandum and article of association	TZS 10,000
xxv.	Certification of memorandum and articles of association on the register	TZS 25,000
xxvi.	Provision of certified copy of any company document on the register except for memorandum and article of association	TZS 15,000
xxvii.	Provision of certified copy of memorandum and articles of association on the register	TSH 30,000
xxviii.	Alteration of memorandum and articles of associations	TZS 50,000
xxix.	Search for registration of charges	TZS 40,000

xxx.	Provision of copy of registration of holder of debentures	TZS 50,000
xxxi.	First Track processing	TZS 100,000
xxxii.	Username/password	TZS 30,000
xxxiii.	Voluntary winding up and striking off company the register	TZS 100,000
xxxiv.	Conversion of one type of company to another type	TZS 70,000
xxxv.	Certificate of good standing	TZS 100,000
xxxvi.	Grant of integration with BPRA Online Registration System	TZS 500,000
xxxvii.	Annual maintenance fee (Integration)	TZS 2,000,000
xxxviii.	Filing a notice of cessation of the beneficial owner	TZS 30,000 USD 30 for foreign company
xxxix.	Filing a declaration of not holding the beneficial interest in the company	TZS 30,000 USD 30 for foreign company
xl.	Lodging the particulars of change of its beneficial owner	TZS 30,000 USD 30 for foreign company
xli.	Filing a declaration of beneficial owners	TZS 20,000 per beneficial owner USD 20 for foreign company per beneficial owner
xlii.	Filing a notice of change of beneficial owners	TZS 30,000 USD 30 for foreign company
PENALTY FOR		
xliii.	Late filing of annual returns	TZS 1,000 per calendar day

xliv.	Failing to submit annual meeting resolution	TZS 30,000
xliv.	Failure to deliver a declaration of beneficial owners	TZS 3,000 per calender day
xlvi.	Failure to: a. file a notice of beneficial ownership. b. file a notice of cessation of the beneficial owner. c. file a declaration of not holding the beneficial interest in the company d. lodge the particulars of change of its beneficial owner	TZS 6,000,000 USD 6,000 for foreign Company
xlvii.	Failure to comply with any other statutory requirement	TZS 50,000

(b) FEES RELATING TO REGISTRATION OF DOCUMENTS

S.N	ON THE REGISTRATION OF	AMOUNT
i.	Statutory declaration	TZS 100,000
ii.	Sale deed	TZS 100,000
iii.	Gift deed	TZS 50,000
iv.	Wakf deed	TZS 50,000
v.	Beneficiary deed	TZS 50,000
vi.	Conveyance deed	TZS 150,000
vii.	Partition deed	TZS 120,000
viii.	Unit title	TZS 200,000
ix.	Exchange deed	TZS 100,000
x.	Rectification deed	TZS 50,000
xi.	Partnership agreement	TZS 50,000
xii.	Rental trade store contract	TZS 20,000
xiii.	Land lease agreement	TZS 200,000
xiv.	Sub-lease agreement	TZS 150,000

xv.	Agreement for: (a) renting houses/apartment for residential; (b) renting building for commercial purposes including go-downs, lodge, hotel, restaurant, sports club, hospital, school, office, etc.	TZS 80,000 TZS 200,000
xvi.	Mortgage deed: (a) for individual (b) for companies	TZS 100,000 TZS 300,000
xvii.	Debenture deed	TZS 1,000,000 USD 1,000
xviii.	Loan agreement	1% for principal loan
xix.	Affidavit	TZS 30,000
xx.	Power of attorney	TZS 30,000
xxi.	Variation deed	TZS 100,000
xxii.	Promissory notes, bills, receipts, acknowledgments of debt	TZS 35,000
xxiii.	Document which contains more than one transactions	TZS 20,000 per transaction
xxiv.	Duplicate or counterpart of any document which is presented for registration simultaneously with the original, per duplicate or counterpart	Half of the fee or charge payable in respect of the original
xxv.	Security deed	TZS 50,000
xxvi.	Motor vehicle contract • 0 cc- 500 cc • 501 cc - 1500 cc • 1501 cc - 2500 cc • 2501 cc and above	TZS 50,000 TZS 70,000 TZS 100,000 TZS 150,000
xxvii.	Will	TZS 50,000
xxviii.	Caveat	TZS 150,000

xxix.	Release/relinquishment	TZS 50,000
xxx.	Application for cancellation or deregistration of registered document	TZS 50,000
xxxi.	Any other documents relating to immovable property, the registration of which is compulsory	TZS 30,000
xxxii.	Any other documents, the registration of which is not compulsory (for record purpose)	TZS 20,000
ON APPLICATION FOR		
xxxiii.	Issuance of duplicate/counterpart document	TZS 50,000
xxxiv.	Search for registered document	TZS 30,000
xxxv.	Certification of documents	TZS 20,000
xxxvi.	First-track processing of registration	TZS 100,000
xxxvii.	Lost and forgotten username/password	TZS 20,000
xxxviii.	Registration of translations with their originals	TZS 40,000
xxxix.	For attending at any place beyond the Registration Office for the purpose of the registration of any document	TZS 150,000
xl.	Any application to the Registrar of Documents	TZS 30,000
xli.	Filing of any other documents as records	TZS 35,000
xlii.	On application of service which is not mention	TZS 20,000

(c) FEES AND CHARGES RELATING TO REGISTRATION OF BUSINESS NAME

S/N	ON THE REGISTRATION OF	AMOUNT
i.	Business name for individual/sole proprietor (entrepreneur)	TZS 15,000

ii.	Business name for individual/sole proprietor or body corporate relating to tourism, general trading, school, petrol station, hospital, construction, clearing and forwarding, consultancy and any other related activities	TZS 50,000
iii.	General partnership	TZS 30,000
iv.	Limited Partnership and	TZS 100,000
v.	Limited Liability Partnerships	TZS 200,000
ON FILING OF		
vi.	Information of change of registered particulars	TZS 20,000
vii.	Notice of cessation of business	TZS 20,000
viii.	Notice of death of a partner	TZS 20,000
ix.	Notice of change of partnership	TZS 30,000
x.	Notice of retirement of a partner	TZS 20,000
xi.	Notice of dissolution of a partnership furnishing	TZS 30,000
xii.	Annual returns for business name by individual/sole proprietor (entrepreneur)	TZS 20,000
xiii.	Annual returns for business name by individual/sole proprietor or body corporate relating to tourism, general trading, school, petrol station, hospital, construction, clearing and forwarding, consultancy and any other related activities	TZS 50,000
xiv.	Annual returns for general partnership and limited partnership	TZS 80,000
xv.	Annual returns for limited liability partnership	TZS 100,000
xvi.	Notice of opposition against business name	TZS 20,000
xvii.	Counter statement against business name	TZS 20,000
xviii.	Caveat	TZS 15,000
xix.	Any other document	TZS 15,000

ON APPLICATION FOR		
xx.	Issue of copies by the Registrar	TZS 10,000 per document
xxi.	Certification of document	TZS 10,000 per document
xxii.	Standard search of document	TZS 20,000
xxiii.	Custom search of a document	TZS 30,000
xxiv.	Perusal search of document	TZS 40,000
xxv.	Reservation of name	TZS 20,000
xxvi.	First-track processing for any thing	TZS 70,000
xxvii.	Lost or forgotten username/password	TZS 15,000
xxviii.	Conversion from sole proprietorship to general partnership or limited partnership or limited liability partnership	TZS 40,000
xxix.	Any other service not mentioned	TZS 20,000
ON PAYMENT OF PENALTY FOR		
xxx.	Failure to register business name for individual/sole proprietor (entrepreneur)	TZS 500 per day
xxxi.	Failure to register business name for individual/sole proprietor or body corporate relating to tourism, general trading, school, petrol station, hospital, construction, clearing and forwarding, consultancy and any other related activities	TZS 2,000 per day
xxxii.	Failure to provide the Registrar with notice of change of partnership agreement and any changes made therein	TZS 50,000

xxxiii.	Failure of a limited liability partnership to keep a register of its beneficial owners; enter in its register of beneficial owners information relating to its beneficial owners; lodge with the Registrar a copy of its register of beneficial owners; lodge with the Registrar a copy of any amendment to its register of beneficial owners within fourteen days after making the amendment; and keep records of its beneficial owner's information for at least ten years from the date, which a person ceases to be a beneficial owner.	TZS 1,000,000 per day
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(d) FEES AND CHARGES RELATING TO INDUSTRIAL PROPERTY

S/N	ON THE MATTER OF	AMOUNT
PATENT AND UTILITY MODEL CERTIFICATES		
i.	Application fee for a patent	TZS 50,000
ii.	Publication fee for a patent	TZS 30,000
iii.	Each divisional application for a patent	TZS 35,000
iv.	Application for a Utility Model Certificate	TZS 35,000
v.	Each divisional application for a Utility Model Certificate	TZS 30,000
vi.	Amendment for application to submit any observation	TZS 20,000
vii.	On grant and publication fee	TZS 50,000
viii.	Annual fees for patents:	
	1st Anniversary of filing	TZS 80,000
	2nd Anniversary of filing	TZS 110,000
	3rd Anniversary of filing	TZS 140,000
	4th Anniversary of filing	TZS 170,000
	5th Anniversary of filing	TZS 200,000
	6th Anniversary of filing	TZS 230,000

	7th Anniversary of filing	TZS 260,000
	8th Anniversary of filing	TZS 290,000
	10th Anniversary of filing	TZS 350,000
	11th Anniversary of filing	TZS 380,000
	12th Anniversary of filing	TZS 410,000
	13th Anniversary of filing	TZS 440,000
	14th Anniversary of filing	TZS 470,000
	15th Anniversary of filing	TZS 500,000
	16th Anniversary of filing	TZS 530,000
	17th Anniversary of filing	TZS 560,000
	18th Anniversary of filing	TZS 590,000
	19th Anniversary of filing	TZS 620,000
	20th Anniversary of filing	TZS 650,000
ix.	Annual fees for utility model certificates:	
	1st Anniversary of filing	TZS 60,000
	2nd Anniversary of filing	TZS 80,000
	3rd Anniversary of filing	TZS 100,000
	4th Anniversary of filing	TZS 120,000
	5th Anniversary of filing	TZS 140,000
	6th Anniversary of filing	TZS 160,000
	7th Anniversary of filing	TZS 180,000
	8th Anniversary of filing	TZS 200,000
	9th anniversary of filing	TZS 220,000
	10th anniversary of filing	TZS 240,000
x.	Surcharge for late payment of annual fee	TZS 150,000
xi.	Request for extension of duration of a patent	TZS 50,000
xii.	Invitation to file correction	TZS 35,000
xiii.	Request for grant of a compulsory license	TZS 100,000
xiv.	Request for conversion of a patent application into an application for a utility model certificate and vice versa	TZS 120,000
xv.	On request for hearing	TZS 250,000

INDUSTRIAL DESIGNS		
xvi.	For registration of one design in one application	TZS 50,000
xvii.	For registration of each additional design in one application	TZS 40,000
xviii.	Amendment of application on request of Applicant	TZS 20,000
xix.	For filing notice of opposition	TZS 50,000
xx.	For filing counter statement	TZS 50,000
xxi.	Registration fee	TZS 50,000
xxii.	Publication fee	TZS 30,000
xxiii.	Renewal fee:	
	First renewal	TZS 80,000
	Second renewal	TZS 110,000
xxiv.	Surcharge for late payment of renewal fee.	TZS 150,000
xxv.	Fee for hearing in opposition proceedings (to be paid by applicant and by opponent)	TZS 250,000
MARKS		
xxvi.	Application fee:	
	For registration of a black and white mark in one class	TZS 150,000
	For registration of a colored mark in one class	TZS 150,000
	For registration of additional series of mark in each class	TZS 80,000
xxvii.	Association of mark	TZS 30,000
xxviii.	Publication fee	TZS 30,000
xxix.	Request for statement of grounds for decision of Registrar	TZS 75,000
xxx.	Filing notice of opposition	TZS 90,000
xxxi.	Filing counter statement	TZS 90,000
xxxii.	Hearing opposition proceedings	TZS 250,000

xxxiii.	Registration fee:	
	Registration of a mark included in one class	TZS 100,000
	Registration of a series of marks included in one class:	TZS 80,000
	- For the first mark	TZS 80,000
	- For every other mark of the series	TZS 80,000
xxxiv.	Renewal fee:	
	Renewal of registration of a mark included in one class at expiration of last registration	TZS 80,000
	Renewal of registration of series of marks at the expiration of last registration:	TZS 80,000
	- For the first mark of the series	TZS 80,000
	- For every other mark of the series	TZS 70,000
xxxv.	Surcharge for late payment or renewal fee	TZS 150,000
xxxvi.	Amendment of application on request of applicant	TZS 40,000
xxxvii.	Invitation to file correction	TZS 40,000
xxxviii.	Filing request for removal of mark from Register on grounds of non-use	TZS 50,000
xxxix.	On operation of the Mark	TZS 50,000
xl.	Application to the Registrar to file evidence	TZS 50,000
LAYOUT DESIGN		
xli.	Application for a layout design of integrated circuits	TZS 50,000
xlii.	Amendment of application on request of applicant	TZS 20,000
xlili.	Registration fee	TZS 50,000
xliv.	Publication fee	TZS 30,000
GEOGRAPHICAL INDICATION		
xliv.	Application fee	TZS 500,000

xlvi.	Publication fee	TZS 30,000
xlvii.	Filing fee for notice of opposition	TZS 50,000
xlviii.	For filing fee for counter-statement	TZS 50,000
xlix.	Registration fee	TZS 500,000
l.	Amendment of application on request of Applicant	TZS 40,000
GENERAL		
li.	Filing request for recording of change in ownership (assignment)	TZS 300,000
lii.	Submission for recording of license contract	TZS 200,000
liii.	Application fee to cancel the license contract.	TZS 150,000
liv.	Copies of entry in the Register	TZS 10,000 per document
lv.	Certifying copies of documents	TZS 10,000 per document
lvi.	Entries of changes in the register	TZS 40,000
lvii.	For changing of address of proprietor/address for service	TZS 50,000
lviii.	Fee for hearing in opposition proceedings (to be paid by applicant and by opponent)	TZS 250,000
lix.	Sale of published Zanzibar Industrial Property Journal	TZS 50,000
lx.	Making a search upon the Register	TZS 20,000
lxi.	Correction of errors	TZS 50,000
lxii.	Registration of agent	TZS 100,000
lxiii.	Annual updating of agent's information	TZS 50,000
lxiv.	Filing request for extension of time	TZS 50,000
lxv.	Application to change the name of a proprietor	TZS 50,000
lxvi.	Cancelling the entry or part of the entry upon the Register on the Application of the owner	TZS 50,000
lxvii.	Inspection of the register	TZS 20,000

lxviii.	Merging of marks	TZS 150,000
lxix.	Username/Password	TZS 15,000
lxx.	First-track processing	TZS 100,000

(e) FEES AND CHARGES RELATING TO THE SECURED TRANSACTION ON MOVABLE PROPERTY

S.N	ON FILING OF	AMOUNT
i.	A notice of registration of a security agreement	TZS 50,000
ii.	A notice of registration of amendment of security agreement	TZS 30,000
iii.	Notice to request certificate of disposal	TZS 40,000
iv.	A notice of discharge of cancellation of security agreement	TZS 30,000
v.	Any other filing or application made to the Registrar	TZS 30,000
ON THE APPLICATION FOR		
vi.	Search of information	TZS 20,000
vii.	Detailed search of information	TZS 30,000
viii.	Certification of copy of a document	TZS 30,000
ix.	Fast-track registration of a security agreement	TZS 100,000
x.	Username/Password	TZS 30,000

SECOND SCHEDULE

APPLICATION FORM FOR REDUCTION OR REMISSION OF FEES OR CHARGE

[Made under regulation 5(2)]

TO THE REGISTRAR

Lodging Party (Full Name)	
Name of company/firm If any	

Application details The Lodging Party applies to the Registrar for a remission or reduction of fee/charge. This application is made on the grounds of that	
Remission or reduction is sought for:	
Amount of payable fee or charge (if known)	
How much can you afford to pay?	
Have you applied for a remission or reduction in fees before?	Yes [] No [] If yes [specify date and result]
I, swear and declare that I have read this application for remission or reduction of fees. The facts in the application are true to the best of my knowledge. I have disclosed all relevant information and I understand that it is an offence to provide (or omit) information relevant to this application that is false or misleading (signature) (date)	

THE REGISTRAR'S NOTE

..... (signature)	 (date)
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SIGNED on this 26th day of June, 2025.

(HON. OMAR SAID SHAABAN)
MINISTER OF TRADE AND INDUSTRIAL DEVELOPMENT
ZANZIBAR