



WELLBIZ SOLUTIONS • FREE RESOURCE

Business Registration Readiness Checklist

Everything to prepare before registering your business,
investment, or organization in Tanzania

1. Choose Your Structure

- ☐ I know whether I'm registering a company, partnership, or sole proprietorship
- ☐ I understand whether I need BRELA, TIC, ERB, or Institution (NGO) registration

2. Name & Documents

- ☐ I have 2–3 proposed business names ready, in case of duplicates
- ☐ I have valid ID or passport copies for all owners and directors
- ☐ I have proof of address for the business location

3. Ownership & Structure

- ☐ I know the ownership split between founders or partners
- ☐ Roles and responsibilities are agreed upon and written down

4. Financial Readiness

- ☐ I've identified my minimum capital requirement
- ☐ I have (or plan to open) a dedicated bank account for the business

5. Compliance Basics

- ☐ I understand basic tax registration requirements (TIN, VAT if applicable)
- ☐ I know which licenses or permits apply to my specific industry

6. If You're an Investor (TIC)

- ☐ I have a clear investment plan and documented funding source

7. If You're Registering an NGO or Institution

- ☐ I have a clear mission statement and governance structure
- ☐ I have identified board members or trustees

Wellbiz Solutions handles the entire registration process for you.

Business, TIC, ERB, and Institution registration — done right, the first time.

wellbizsolutions.co.site/services.html

