

Step 3: Business License Registration

Responsible Agency: Ministry of Revenue (MOR)

Upon approval of the FIC, the foreign investor is then required to apply for a business license before operating in Samoa.

All investors are prohibited from conducting the following activities as specified in the Prohibited List of the Business License Act 1998:

1. Storing or disposing of nuclear waste;
2. Exporting products prohibited under any law;
3. Prostitution;
4. Processing and exporting endangered species; and
5. Production of weapons of warfare.

Fees

Sole Trader / partnerships	SAT\$282
Commercial Travelers	SAT\$640
Company	SAT\$640

Step 4: Foreign Employee Employment Payment

Responsible Agency: Ministry of the Prime Minister and Cabinet (MPMC)

It is pertinent that any non-citizen wishing to work in Samoa apply for a valid Employment Permit. A permit granted may be subject to conditions and is only valid for a maximum of three (3) years.

All applications are lodged, issued and paid through the Samoa Immigration Office housed under the Ministry of the Prime Minister and Cabinet. Fees depend on where the applicant is when the application is lodged.

Fees

Main applicant—Off Island	Main Applicant—In country	Dependent spouse / child (per)
SAT \$900.00	SAT \$1800.00	SAT\$450

Step 5: Residence Permit

Responsible Agency: MPMC

Once all the documents from step 1-4 have been obtained, a residency permit is then required from the Immigration Division to allow the non-citizen to reside in Samoa.

For further enquiries please contact:

Industry Development and
Investment Promotion
Division

MINISTRY OF COMMERCE, INDUSTRY AND
LABOUR

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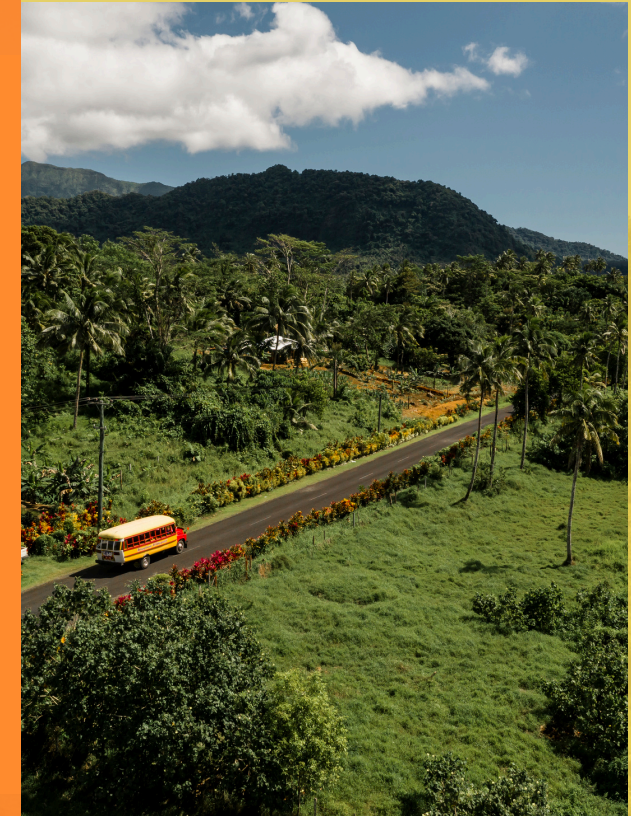
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SETTING UP A FOREIGN BUSINESS IN SAMOA

Step 1

Company Registration



Step 2

Foreign Investment Registration



Step 3

Business License Registration



Step 4

Foreign Employee Employment Permit



Step 5

Residency Permit



Step 1: Company Registration

Responsible Agency : Ministry of Commerce, Industry and Labour (MCIL)

Any person can access information about the companies operating in Samoa through the Online Samoa Company Registry www.businessregistries.gov.ws.

New company incorporations take place through this site. Directors or agents of an existing company must register and request authority to maintain company details.

Fees

Application to register a company under section 6 of the Act	SAT\$250
For registration of an annual return under section 124(1) of the Act	SAT\$50
For registration of documents to effect an amalgamation under section 223 of the Act	SAT\$450
For an application to restore a company to the Samoa register under section 274 of the Act	SAT\$300
For an application to register an overseas company under section 285 of the Act	SAT\$300
For registration of an annual return by an overseas company under section 289 of the Act	SAT\$50
For registration of an instrument creating or evidencing a charge required to be registered	SAT\$100
For re-registration of an existing company	SAT\$100
For inspection under section 326 of the Act of any number of documents contained in a single file that is part of the Samoa register of the overseas register	SAT\$15
For certification of a copy of or extract from any document	SAT\$25
Change of Name of Company	SAT\$30

Step 2: Foreign Investment Certificate Registration

Responsible Agency : MCIL

All businesses with foreign shareholding are required under the Foreign Investment Act 2000 to acquire a Foreign Investment Certificate (FIC)

All foreign investors must not conduct any of the following business activities as they are reserved for Samoan Citizens only as indicated in Schedule One (Reserved List) of the FIA 2000:

1. Bus transport services for the general public;
2. Taxi transport services for the general public;
3. Rental Vehicles;
4. Retailing;
5. Saw Milling; and
6. Traditional elei garment designing and printing

Fees

Lodgment fee for a NEW FIC	SAT\$50
Issuance fee for a NEW FIC	SAT\$50
Inspection fee for Foreign Investment Register	SAT\$50
Fee for amending FIC	SAT\$70
Annual Renewal fee for FIC	SAT\$50
Fee for one copy of FIC	SAT\$5