

GUIDELINES FOR REGISTRATION AS A SMALL ENTERPRISE

- ❖ SEHDA receives and processes applications from entrepreneurs for registration, hence for a Small Enterprise Certificate. Firms satisfying the following criteria qualify for registration with SEHDA:
 - Firms engaged in any activity excluding activities relating to Information and Communication Technology, Financial Services, cultivation of land, religious or charitable purposes. (An enterprise does not include an office or employment)
 - Workforce less than 10 employees **and**
 - Annual turnover less than Rs. 10 m
- ❖ An Application form has to be filled in.
- ❖ ***Documents to be submitted with application form for Registration as a Small and Handicraft Enterprise:***

Applicable for Businesses registered at Registrar of Businesses

- a) Business Registration Card
- b) Location Plan of Enterprise
- c) Financial Statements for last two years (*For existing Enterprises*)

Applicable for Businesses exempt from Registration at Registrar of Businesses (i.e. sole craftsman operating at home)

- a) Location plan of enterprise
- b) Photocopy of Identity Card of applicant
- c) Evidence of Address:

Utility Bill (C.E.B., C.W.A., M.T)

CONTACT DETAILS:

SEHDA Headquarters

SEHDA
Industrial Zone
Coromandel
Telephone: 233 0500
Fax: 233 5545
Email: smido@intnet.mu
Website:
<http://www.sehda.org>

SEHDA Regional Offices

- Ministry of Industry,
SMEs, Commerce &
Co-operatives
7th Floor, Air Mauritius
Building
President John
Kennedy Street
PORT LOUIS

Tel: 210 5282
Fax: 211 0855
Email:
12mtoo@intnet.mu

- Co-operative Centre
Nagiah Road
ROSE BELLE

Tel: 627 1225
Fax: 627 1225
Email:
sehdarb@intnet.mu

- DBM Building
St Remy
CENTRAL FLACQ

Tel: 413 6169
Fax: 413 6169
Email:
sehdaf1@intnet.mu

DBM Building
New Traffic Centre
GOODLANDS

Tel: 282 1909
Fax: 282 1909

Email:
sehdagl@intnet.mu