

## New Employment Agency Licence Form

Type of Application

Applicant Details

Name

Surname

Is Maltese ID Card

ID Card

Is obo Company

Telephone / Mobile

Company Name

Email

Company Registration No.

Website / Facebook Page

VAT Registration Number

Income Tax Number

PE Number

Registered Address

Operating Premises Address

Prop. No. / Name

Prop. No. / Name

Street

Street

Locality

Locality

Post Code

Post Code

## Operational Details

Activities proposed to be carried out (150 words)

Method of financing of the services proposed to be provided

## Notice of Intention (Issued 21 days before application)

Please specify the dates when the Notice of Intention was displayed, and upload a copy of same in PDF or JPEG format

The total size of each document attached must not exceed 7MB.

Date Displayed From

Date Displayed To

## Newspaper Adverts (Adverts should have been published 21 days from application)

Please specify the adverts published on local newspapers, and upload a copy of same in PDF or JPEG format

The total size of each document attached must not exceed 7MB.

Newspaper Name

Published On

## Competent Persons

ID Card

Name

Surname

Date of Birth

Telephone

Mobile

Email

### *Address of Competent Person*

Prop. No. / Name

Street

Locality

Post Code

Qualifications & Experience

The competent person is employed by the employment agency on a full-time basis and shall occupy such position with one (1) employment agency only.

Qualifications and Experience

The competent persona\* has:

not less than six (6) years experience in any activity which includes the management of human resources

not less than three (3) years experience in any activity which includes the management of human resources and be in possession of a university degree in a field which is relevant to the management of an employment agency

\* Tick where applicable

## Contacts

Contact Type

ID Card

Name

Surname