

PART C – (FOR OFFICIAL USE ONLY)

1. Check and Verification:

- | | | | |
|---|-------|------------------------------|-----------------------------|
| Signature Check | Match | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Certificate certified BEFORE specified date | | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Certificate certified by authorized officer | | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Details vetted | | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Relevant Docs attached | | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

2. Recommended for approval: Yes / No

Comments (if necessary)

3. Processing

	Date	Name	Signature
Processing Officer			
Approval Officer			
Payments Officer			

All Correspondence to be addressed to the Chief Executive Officer

Head Office

Provident Plaza 2
Private Mail Bag, Suva
Telephone: (679) 330 7811
Facsimile: (679) 330 7611

Lautoka

Drasa Avenue
Private Mail Bag, Lautoka
Telephone: (679) 666 1888
Facsimile: (679) 666 5232

Labasa

Rosawa Street
Private Mail Bag, Labasa
Telephone: (679) 881 2111
Facsimile: (679) 881 2741

Valelevu Agency

Valelevu Complex Building
Saqqa Place, Valelevu
Telephone: (679) 3343 671
Facsimile: (679) 3343 670

Nadi Agency

Shop 2, Lot 13 Concave Subdivision
Namaka Lane, Nadi
Telephone: (679) 672 8981
Facsimile: (679) 672 8982

Savusavu Agency

Budget Lodge Building Ltd
Main Street, Savusavu
Telephone: (679) 885 3396
Facsimile: (679) 885 3397

Ba Agency

Ganga Singh Street, Ba
Telephone: (679) 667 0003