



**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)

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**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