

ADVISORY NOTE

JULY 2023 | VOLUME 19



Renewal of Operating Certificates

Renewing one's operating certificate in a timely manner is vital for a company to uphold legal compliance, secure tax benefits, maintain operational continuity, and sustain its competitive advantages within the SEZ. These include import duty incentives, streamlined regulatory processes, and investor confidence.

Notification Timeline:

90 Days Prior to Expiry Date:

The Authority will notify each respective client of their outstanding items. This early notification allows for ample time to prepare for the renewal process.

30 Days Prior to Expiry Date:

A follow-up email will be sent to remind client of the impending expiry date. If applicable, a proforma invoice will be included with this email. Proforma Invoices are applicable for Developers and Single Entity Developers.

Document Sufficiency Check:

Upon receiving client's renewal documents, the Authority will conduct a sufficiency check to ensure that all necessary documentation has been submitted correctly. If any documents do not meet the sufficiency criteria, we will promptly notify the client, and they will have the opportunity to resubmit the required documents.



Renewal Package:

Provided that all submitted documents meet the sufficiency criteria, the Authority will send the client their renewal package. This package will include a new operating certificate and welcome letter.

What Clients Need to Do:

Ensure that they keep a close eye on their email notifications from the Authority, especially during the 90-day and 30-day periods leading up to their respective certificate's expiry date.

If the client receives a proforma invoice, they must make sure to review it carefully and take the necessary steps to process the payment promptly.

Clients must be prepared to address any sufficiency check issues promptly to avoid delays in their renewal process.

Member Insights: Mr. Shevon Williams



"The timely renewal of operating certificates is the cornerstone of compliance, continuity, and confidence in the SEZ realm. It ensures we remain legally secure, operationally stable, and trusted by stakeholders as we navigate the ever-evolving landscape of regulations and opportunities."

For more information, contact us at:

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