

**THE STANDARDS ACT (CAP. 496)
STANDARDS LEVY NOTIFICATION FORM**

DATE STAMP

To
The Managing Director,
Kenya Bureau of Standards,
P.O.Box 54974,
Nairobi.

Registration No.....
(1) Companies Act:.....
(2) Co-operative:.....
(3) Business Name:.....
(4) Partnership:.....

Name of Business
Plot Number
Road/Street
Address.....
Telephone Number
Admin. Location
Name and address of proprietor or partners; and in the case of companies, the Chief Executive and Directors.....
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.....

Indicate which contracts were or are undertaken (E/M/C)
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.....
.....

Date upon which contracting commenced or will commence 19.....
Total value of contracts undertaken in the last calendar year K£.....

If applicant has branches operating, give name and address of branches
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.....
.....

Signature

Designation of signing officer

Date of Application 19

To be submitted to the Managing Director in duplicate

Standards Levy Return

Every manufacturer shall pay the levy by transmitting to the Managing Director Form SL.2 duly completed with the amount of the levy on or before the thirtieth day of the succeeding month. Enclosed herewith are sufficient copies of Form SL.2 for your use for the succeeding period of 12 months.

Penalty

If any person fails to pay the Standards Levy within the time prescribed a penalty of five per cent shall be imposed for each month that the amount due remained unpaid.

Maintenance of Records by Manufacturers

Every manufacturer shall maintain monthly records of the Standards Levy Return in the format set out in Form SL.2.

Every manufacturer shall maintain complete records corresponding to the prevailing date of all transactions which may affect his liability to pay the Standards Levy.

Financial Year

For the purpose of the Standards Levy the financial year shall be 1st July to 30th June of the succeeding year.

Further Information

For more information on the Standards Levy you are advised to purchase a copy of the Standards Levy Order, 1990, from the Government Printer, P.O. Box 30128, Nairobi.

Reference should also be made to the Standards Act (Cap. 496) and the Standards (Amendment) Act, 1989.

For any clarification please contact the Managing Director, Kenya Bureau of Standards.

Yours faithfully,

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For MANAGING DIRECTOR

Note 1 : For the firms that in the past made payments of Permit Fee to the Bureau, they should start to pay according to the Standards Levy. However, all outstanding arrears must be paid.

Note 2 : Firms in Coast Province should send their payment of the Standards Levy to the KEBS Mombasa Office, P.O.Box 99376, MOMBASA.