



## REQUIREMENTS FOR MICROPAY MOBILE MONEY - AGENCY

### A. Standard requirements.

- A Prospective Agent must be a registered LIMITED LIABILITY Company that has existed for a period of not less than one year.
  - A prospective Agent must have physical permanent / semi-permanent premises from which to operate a Counter Layout.
  - Copy of Certified Certificate of Incorporation
  - Copy of Certified Memorandum and Articles of Association
  - Six months Company Bank Statement
  - TIN Number
  - Trading License
  - Photocopy of Valid I.Ds of 50% of Directors.
  - Registered Board resolution to operate MicroPay Mobile Money Business.
  - Letter of Introduction of appointed handlers from the Director's
  - Office Telephone Contacts
  - Signed Compliance Agreement
- I. Proposed outlets will be inspected by MicroPay Representatives prior to commencement of business
  - II. The Agent should preferably employ 1 competent staff to manage the day to day operations of the outlet.

### B. MicroPay Mobile Money Agent's key duties:

- Register Subscribers for MicroPay Mobile Money
- Educate Subscribers on MicroPay Mobile Money
- Cash in (deposit) for MicroPay Registered Subscribers
- Cash out (Withdrawal) for registered Subscriber
- Cash out for non-registered MicroPay Mobile Money customers
- Fully comply with MicroPay Mobile Money terms and conditions of service & Mobile Money business practices