

MONTHLY RETURNS

(MINERAL PURCHASING AND EXPORT COMPANIES)

Month: _____
 Year: _____

O F F I C I A L U S E		Received at: _____ On: _____ Authorizing officer: _____ Report is confirmed complete: _____ On: _____ Reviewing officer: _____
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Note to the preparer: on this form report only matters pertinent to the registration code number reported above. Use a separate reporting form for each registered mineral purchasing and export licence (combined reports are not permissible).

A. COMPANY DETAILS

1. Name of Company.....Mineral(s)
 2. Registered Address.....
 3. Postal Address.....
 4. Name of Mine.....District.....Location.....
 5. Camp Site.....
 6. Fax.....Website.....
 7. E-mail.....Telephone.....Cell Phone.....
 8. Name of Parent Company and Address (if any).....
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1. COMPANY DIRECTORS

Name of Director	Nationality
a).....
b).....
c).....
d).....
e).....

2. COMPANY SHAREHOLDING

Name of Shareholder	Nationality	% Shareholding
a).....
b).....
c).....
d).....
e).....

3. DIRECTORS OF PARENT COMPANY

Name of Director	Nationality
a).....
b).....
c).....
d).....
e).....

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4. KEY SHAREHOLDERS OF PARENT COMPANY

Name of Shareholder	Nationality	% Shareholding
a).....
b).....
c).....
d).....
e).....

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B. MINERAL (Specify) PURCHASES

Quantity (troy oz. carat) etc
Assay Value (carat, finesse, value)
Total Cost (GH¢)

C. REFINERY RETURNS

Mineral
Assay Value (carat, finesse, value)
Recovery (troy oz, carat, mt)
Quantity Sold (troy oz, carat, mt)
By-products
Export Sales Proceeds (US\$)
Unit Price (US\$)

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D. PRODUCTION EXPENDITURE

Average Monthly Foreign Exchange Rate Applied (Cedis/US\$)

	FC (US\$)	LC GH¢	
	<u>FC (US\$)*</u>		<u>TOTAL (US\$)</u>
	<u>LC (Cedi)**</u>		
i. Total Cash Cost	
ii. Total Cost	
iii. Total Cost Details:			
a) Salaries and Wages (Gross)			
i. Local	
ii. Foreign	
b) Bank Interest	
c) Royalty Payable (¢)	
d) Royalty paid (¢)***	
e) Corporate Tax	
f) Depreciation	
g) SSF by Employer	
h) Consumables	
i) Utilities	
j) Fuel	
k) Maintenance Cost	
TOTAL			

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*FC = Cost incurred in foreign currency for specific activities/cost item

**LC = Cost incurred in local currency for specific activities/cost item

***Royalty Paid: Attach copy of IRS receipts

E. MONTHLY SUMMARY LABOUR RETURNS

	Expatriate	Ghanaian Senior	Ghanaian Junior	Contractors			Skilled Labour	Unskilled Labour	Local Casual Labour	Total
				Expatriate	Ghanaian Senior	Ghanaian Junior				
Male										
Female										
Total										

*Indicate the total number of people employed from the community:

Male.....

Female.....

Total.....

I HEREBY CERTIFY THAT THE INFORMATION AS PROVIDED ABOVE IS TRUE

Name: _____

Signature: _____

Designation: _____

Date: _____

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