## NGO LICENCE RENEWAL REQUIREMENTS

All the Registered NGOs in Malawi are required by law to submit their annual reports to the NGO Board of Malawi. The required conditions for a license renewal are as follows;

- 1. Submission of Annual Audited Financial Statements
- 2. Submission of Annual Activity/Technical Report
- 3. Submission of a duly completed Annual Return Form
- 4. Proof of Payment of an Annual Subscription Fee as indicated on the invoice