TANZANIA COFFEE BOARD
P.O. BOX 732 – MOSHI

COFFEE EXPORTER'S OFFICE INSPECTION FORM

COMPANY ADDRESS **TYPE OF LICENCE** **GREEN COFFEE EXPORT LICENCE**

M/S. .....

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INSPECTION DATE .....

INSPECTION DETAILS

1.0. LOCATION

1.1 PLOT NO .....
1.2 STREET .....
1.3 TOWN/PLACE .....

2.0. COFFEE TRADING FACILITIES

2.1 FAX MACHINE(S) .....
2.2 TELEPHONE/MOBILE .....
2.3 FURNITURE .....
2.4 COMPUTER .....

3.0. STAFF INVOLVED IN THE COFFEE BUSINESS

3.1 NAME OF THE TRADER .....
3.2 LIQUORERS .....

4.0. LIQUORING FACILITIES

4.1 ROASTING MACHINE .....
4.2 GRINDER MACHINE .....
4.3 CUPS FOR COFFEE TESTING .....
4.4 COFFEE DISPLAY TRAYS .....

5.0. BUILDING INFORMATION

5.1 SIZE (1 X W X H) .....
5.2 TYPE OF WALLS .....
5.3 TYPE OF ROOFING .....
5.4 TYPE OF FLOOR .....
5.5 VENTILATION .....
5.6 LIGHTING (ADEQUATE) .....

RECOMMENDATIONS BY THE INSPECTORS

HAVING EXAMINED THE OFFICES FOR THE ABOVE COMPANY, THE INSPECTORS ARE SATISFIED WITH THE OFFICE SET UP AND, THEREFORE RECOMMEND/ DO NOT RECOMMEND THE ISSUE OF LICENCE.

SIGNED BY INSPECTORS

NAME **TITLE** **SIGNATURE**

1.