



**On approval of the Rules for issuing a certificate, certifying registration of a person as a participant of a special economic zone**

*Unofficial translation*

Order of the Minister of Industry and Infrastructural Development of the Republic of Kazakhstan dated July 18, 2019 № 519. Registered in the Ministry of Justice of the Republic of Kazakhstan on July 19, 2019 № 19059

*Unofficial translation*

In accordance with subparagraph 12) of Article 11 of the Law of the Republic of Kazakhstan dated April 3, 2019 "On Special Economic and Industrial Zones" I ORDER:

1. To approve the attached Rules for issuing a certificate, certifying registration of a person as a participant of a special economic zone.
2. The Committee for industrial development and industrial safety of the Ministry of Industry and Infrastructural Development of the Republic of Kazakhstan, in the manner established by the legislation shall ensure:
  - 1) state registration of this order in the Ministry of Justice of the Republic of Kazakhstan;
  - 2) within ten calendar days from the date of state registration of this order, sending it in the Kazakh and Russian languages to the Republican state enterprise on the right of economic management "Institute of Legislation and Legal Information of the Republic of Kazakhstan" for official publication and inclusion to the Standard control bank of regulatory legal acts of the Republic of Kazakhstan;
  - 3) placement of this order on the Internet resource of the Ministry of Industry and Infrastructural Development of the Republic of Kazakhstan.
3. Control over execution of this order shall be assigned to the supervising Vice-Minister of Industry and Infrastructural Development of the Republic of Kazakhstan.
4. This order shall be enforced upon expiry of ten calendar days after its first official publication.

*Minister of Industry  
and Infrastructural Development  
of the Republic of Kazakhstan*

*R. Sklyar*

Approved  
by the order of the  
Minister of Industry and  
Infrastructural Development  
of the Republic of Kazakhstan  
dated July 18, 2019 № 519.

# **Rules for issuing a certificate, certifying registration of a person as a participant of a special economic zone**

## **Chapter 1. General provisions**

1. These Rules for issuing a certificate, certifying registration of a person as a participant of a special economic zone (hereinafter-the Rules) are developed in accordance with subparagraph 12) of Article 11 of the Law of the Republic of Kazakhstan dated April 3, 2019 “On Special Economic and Industrial Zones” and shall determine the procedure for issuing a certificate, certifying registration of a person as a participant in a special economic zone.

2. The main concepts used in these Rules:

1) a special economic zone - a part of territory of the Republic of Kazakhstan with precisely defined borders, where the special legal regime of a special economic zone operates for implementation of priority types of activity;

2) a participant of a special economic zone - a legal entity, carrying out priority types of activity on the territory of a special economic zone and included in the unified register of participants of special economic zones;

3) managing company of a special economic zone - a legal entity, created or determined in accordance with the Law of the Republic of Kazakhstan dated April 3, 2019 “On Special Economic and Industrial Zones” and the Law of the Republic of Kazakhstan “On the innovation cluster “Park of innovation technologies” to ensure functioning of a special economic zone;

4) Unified coordination center - a legal entity, carrying out coordination of activities of special economic and industrial zones.

## **Chapter 2. The procedure for issuing a certificate, certifying registration of a person as a participant of a special economic zone**

3. Managing company of a special economic zone, no later than the next working day from the moment of conclusion a contract on carrying out activity shall send a copy of the contract on carrying out activity to the unified coordination center and state revenue bodies and place information on conclusion of the contract on carrying out activity on the Internet resource of a unified coordination center.

4. Unified coordination center shall enter information on the applicant into the unified register of participants of special economic zones and issue a certificate, certifying registration of a person as a participant of a special economic zone within five working days after receiving a copy of the contract on carrying out activity.

5. A certificate, certifying registration of a person as a participant of a special economic zone shall be drawn up by a unified coordination center in the state and Russian languages, in the form according to Appendix to these Rules.

6. In cases of loss or damage of the original (a certificate, certifying registration of a person as a participant of a special economic zone), restoration shall be performed by issuing a certificate duplicate by a unified coordination center, certifying registration of a person as a participant of a special economic zone.

7. Issuance of a certificate duplicate, certifying registration of a person as a participant of a special economic zone by a unified coordination center confirms cancellation of the original certificate, certifying registration of a person as a participant of a special economic zone.

8. A duplicate of the certificate, certifying registration of a person as a participant of a special economic zone shall be issued only to the participant of a special economic zone or his/her authorized representative.

9. To obtain a duplicate of a certificate, certifying registration of a person as a participant of a special economic zone, the following documents shall be submitted to a unified coordination center:

1) an application for a certificate duplicate, certifying registration of a person as a participant of a special economic zone;

2) a copy of the contract on carrying out activity.

10. A participant of a special economic zone may be issued a new certificate upon changing:

1) the name of a special economic zone;

2) name of a participant of a special economic zone;

3) location of a participant of a special economic zone.

When issuing a duplicate or a new certificate, certifying registration of a person as a participant of a special economic zone, the registration number and the date of entry of information on registration of a person as a participant of a special economic zone into the unified register of participants of special economic zones shall not be changed.

11. Issued certificates, certifying registration of a person as a participant of a special economic zone shall be returned by participants of special economic zones and the relevant information shall be entered into a unified register of participants of special economic zones:

1) upon abolition of a special economic zone;

2) upon expiration or early termination of the contract on carrying out activity.

Appendix  
to the Rules for issuing  
a certificate,  
certifying registration of a person  
as a participant of a special  
economic zone  
Form

---

**(name of a unified coordination center)**

**CERTIFICATE**

certifying registration of a person as a participant of a special economic zone

---

—  
(registration number)

" \_\_\_ " \_\_\_\_\_ 20 \_\_\_\_\_

(date of entry of information on registration of a person as a participant of a special economic zone into the register)

" \_\_\_ " \_\_\_\_\_ 20 \_\_\_\_\_ (date of issuance of a certificate)

---

—  
(name of a special economic zone)

---

—  
(name of a participant of a special economic zone)

---

—  
(location of a participant of a special economic zone)

Head of responsible division \_\_\_\_\_

—  
(Surname, name, patronymic (if any) (signature)

№ \_\_\_\_\_