



EXCHANGE CONTROL CIRCULAR NO. 9 OF 2021 TO AUTHORISED DEALERS

**ISSUED IN TERMS OF SECTION 35 (1) OF THE EXCHANGE CONTROL
REGULATIONS STATUTORY INSTRUMENT 109 OF 1996**

Introduction

1. Following the Governor's Press Statement of 09 November 2021, and in order to operationalize the announced policy measures, Authorised Dealers are advised as follows:-

Submission of Auction Bids

2. With immediate effect, bidders shall submit Auction bids to their respective Authorised Dealers on Wednesday by 1100hrs for the next Auction. Authorised Dealers shall in turn, validate, consolidate and submit the bids to the Reserve Bank on Thursday by 1500hrs.
3. In order to allow for smooth transition to this refined process, for the next Main and SME Auctions to be held on Tuesday 16 November 2021, bidders shall submit their bids to Authorized Dealers by 1000hrs on Thursday 11 November 2021. Authorised Dealers will then validate, consolidate and submit the bids to the Reserve Bank on Friday 12 November 2021 by 1500hrs.
4. Under the refined process, Authorised Dealers shall submit the electronic Authorised Dealers Bid Form to Financial Markets through the existing platform. Upon the electronic submission, Authorised Dealers shall also simultaneously submit to Exchange Control, the supporting physical documentation for the bids in two batches for the Main and SME Auctions. The documents which are required in support of each Auction bid are:-

- i. Signed applicant`s bid form,
 - ii. Proforma invoice (s) for advance payments,
 - iii. Educational statements for educational expenses,
 - iv. Commercial invoice(s), supplier(s) statement ZIMRA Bill of Entry for credit terms,
 - v. Valid ZIMRA tax clearance certificate,
 - vi. Proof of physical address of the bidder (company or individual),
 - vii. Copy of TT indicating amount (s) paid in the case of part payments,
 - viii. Prior Exchange Control Authority Number (PECAN) for loans and service payments including statement from the lender or service provider (s).
5. Both the Main and SME Auction bids must be arranged in the sequence as they appear on the respective Authorised Dealers Bid Form for the two Auctions. Printouts of these Authorised Dealers Bid Forms must be attached to the respective Main and SME Auction batches.

Know Your Customer (KYC) and Customer Due Diligence (CDD)

6. Authorized Dealers are urged to continue to conduct the necessary Know Your Customer (KYC) and Customer Due Diligence (CDD) on their customers before submission of bids to the Reserve Bank.
7. Profiles of new participants at the Foreign Exchange Auction System should continue to be provided upon submission of bids as well as the simultaneous registration of these new companies in the Computerised Exchange Control Batch Application System (CEBAS).

Please be guided accordingly.



F. Masendu
Director

EXCHANGE CONTROL

10 November 2021