BANK OF UGANDA

OFFICE OF
THE EXECUTIVE DIRECTOR
SUPERVISION

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Web site www.bou.or.ug

EDS.306.2

10 November 2026

Circular: All Directors and Managers of Foreign Exchange Bureaus and Money Remittance Businesses

Payment of Annual Licence Fees and Submission of Information

Pursuant to Section 2 of the Foreign Exchange Act, Cap. 167, all licensed Foreign Exchange Bureaus (FXBs) and Money Remitters (MRs) are required by the 31 day of January for every year that a licence remains valid to submit the following information to the Office of the Director, Non-Bank Financial Institutions Department:

1) Proof of payment of the annual licence fees.
2) A copy of latest annual return filed with the URSB and a Notice of beneficial owners Particulars (Form 1).
3) Staff list and valid work permits for all non-Ugandan directors and employees.

Please note that failure to submit the required information within the stipulated timeframe will attract administrative sanctions in accordance with Regulation 40 of the Foreign Exchange (Forex Bureau and Money Remittance) Regulations, 2006.

Mackay Aomu
Ag. Executive Director Supervision & Regulation