



National Pension Commission

Plot 174, Adetokunbo
Ademola Crescent Wuse II
P M B 5170, Wuse
Abuja Nigeria
234 – 9802-2032

October 2025

Form APP/02/APA

APPLICATION FORM

ACCREDITED PENSION AGENT (APA) LICENCE

1.0 Introduction

In completing this form, applicants should note the following:

- i. The provisions of the Guidelines for Personal Pension Plans and Framework for the Engagement of Accredited Pension Agents should be applied in preparing and filling this form.
- ii. In addition to the information expressly requested in the attached document (Ref: APP/01/APA), any further material information necessary to make the application complete and not misleading should be furnished
- iii. Indicate “Not Applicable” where appropriate.
- iv. Any misleading information or omission of a material fact may lead to rejection or withdrawal of approval.
- v. Application fees are non-refundable.

2.0 Applicant Details

Name of Applicant (exactly as in Certificate of Incorporation)	
Registered Address	
Head Office Address (if different)	
Telephone Number(s)	
Email	
Contact Person (Name, Designation, Phone, Email)	

3.0 Shareholding and Ownership Structure

Provide details of shareholders:

S/N	Name(s) and Address of Shareholders	No. of Shares	Amount (₦)	% Held	Nationality

4.0 Board, Management and Key Personnel

Provide the details and Curriculum Vitae of Directors and Senior Management staff:

S/N	Name	Position	Nationality

5.0 Regulatory and Compliance History

Please answer Yes/No and provide details where applicable.

Question	Yes/No	If yes, Provide Details
Has the company, any of its directors, or affiliates been denied registration or license by any regulator?		
Has the company or its officers been involved in any litigation or regulatory investigation?		
Has the company or its directors ever managed any fund that was mismanaged or in distress?		
Has the company or any of its officers been convicted of any offence or declared bankrupt?		
Has the company complied with all applicable tax obligations?		

6.0 Anti-Money Laundering and Ethical Undertakings

Provide written undertakings to:

- i. Comply with all provisions of the Money Laundering (Prevention and Prohibition) Act 2022 and CBN Anti-Money Laundering/Countering Financial Terrorism (AML/CFT) Guidelines.
- ii. Ensure strict confidentiality of contributors' personal data and adhere to Non-Disclosure Agreements with PFAs.
- iii. Maintain the highest standards of integrity, professionalism, and fairness.

7.0 Declaration and Affidavit

I/We, (Full Name(s)) _____, of
(Address)

_____, being
Director(s)/Authorized Officer(s)

of the applicant company, hereby solemnly affirm that:

1. I/We are duly authorized to sign this application.
2. All information provided herein and in the attached documents is true and complete to the best of my/our knowledge.
3. I/We understand that any false or misleading statement may result in rejection or revocation of license.

Name	Designation	Signature	Date

Sworn before me at the _____ Court this _____ day of _____
20____

Commissioner for Oaths