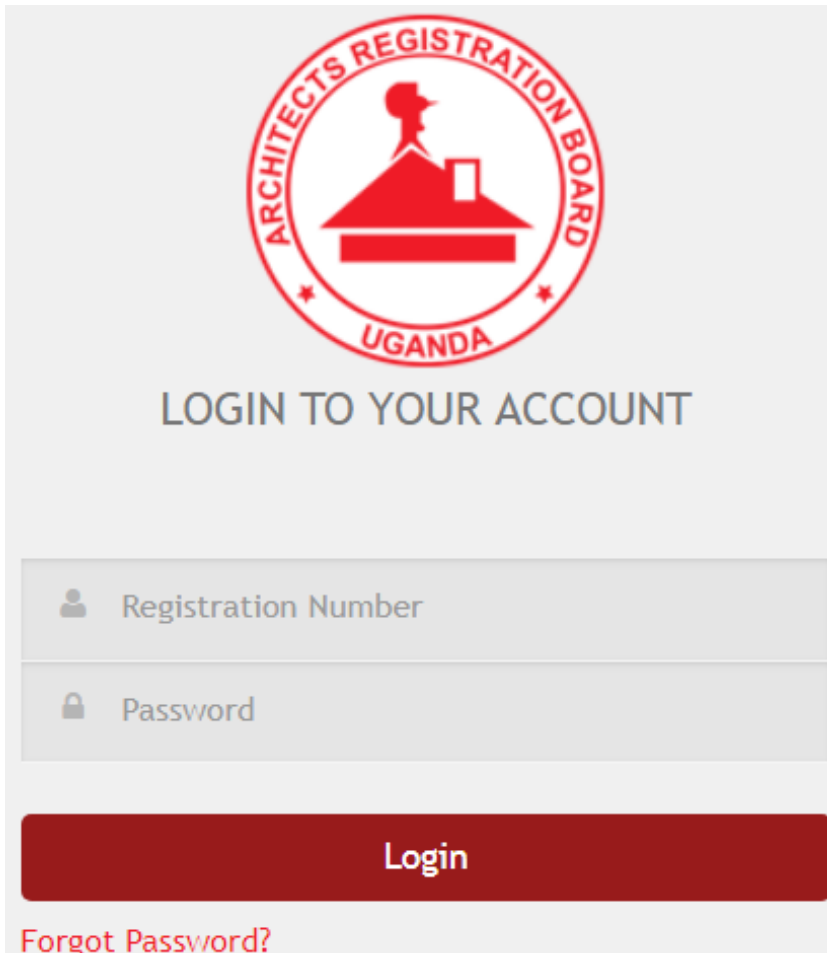


PROCEDURE TO APPLY FOR AND OBTAIN A PROJECT LICENCE PLATE (STICKER PLATE)

- STEP 1.** Architect shall submit return forms on the ARB website for all his/her projects submitted to local authorities as is required by law.
- STEP 2.** When a project has been approved by the local authority and construction works are to start, the architect shall then start the process of obtaining the project lice plate (sticker plate).
- STEP 3.** Go to the ARB website www.arbuganda.org
- STEP 4.** Go to **Architect Login** in the top right corner
- STEP 5.** Login in to your ARB account. Your Username is your ARB Registration Number



ARCHITECTS REGISTRATION BOARD
UGANDA

LOGIN TO YOUR ACCOUNT

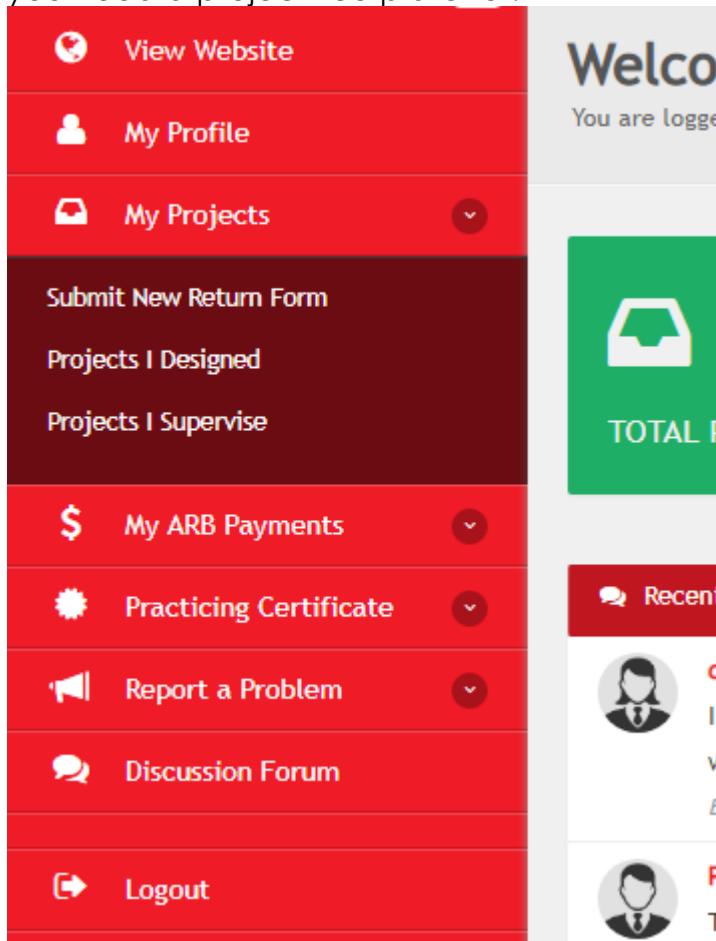
Registration Number

Password

Login

[Forgot Password?](#)

STEP 6. After logging on, check on the left red menu for the link **My Projects**. Click it and choose **Projects I designed** or **Projects I supervise**. Find the project you need a project license for.



STEP 7. On the far right under the column “Sticker Plate” click **Apply for Sticker Plate**. An ARB Sticker Plate Application form will be presented to you.

#	Project Name	Project Developer	Date Submitted	Sticker Plate
1	RESIDENTIAL APARTMENTS	P&B INFRASTRUCTURE	28th January 2019, 5:15 pm	Apply For Sticker Plate ?
2	PROPOSED PRIVATE RESIDENTIAL APARTMENT	RAMESH PREMJI KERALI	28th January 2019, 5:14 pm	Apply For Sticker Plate ?
3	Proposed residential apartments	Enochi Patricio	5th June 2018, 9:18 am	View Invoice ?
4	PROPOSED APARTMENT	MOLLY	10th April 2018, 4:34 pm	Apply For Sticker Plate ?

STEP 8. Fill out the form. If you don't have all the info on the form, simply fill out what you have at that time.

ARB Sticker Plate Application

You can apply for your ARB Sticker Plate here.

○ Construction Project Particulars

Project Name: RESIDENTIAL APARTMENTS

Project Location: Block No: 214, Plot No: 49a, Naguru Drive, Central, Kaberamaido District

Contract No

Client Name: P&B INFRASTRUCTURE

Client Address Client Phone

Planning Consent No Where it was issued

Project total floor area: 98753.6M²

○ Project Team Members' details

Project Architects: [REDACTED]

Registration No: [REDACTED]

Practicing Cert No: [REDACTED]

STEP 9. Submit the form. A **downloadable PDF invoice** shall automatically be generated for the sticker plate against which you shall pay for the sticker plate. It has all the bank details of ARB.

STEP 10. Submit the proof of payment to ARB and your project lice plate (sticker plate) shall be processed immediately and issued to you.