NAMAs APPLICATION FORM: (PHYSICAL SUBMISSION)

SUBMISSION REQUIREMENTS AND IMPORTANT NOTES:

1. This application form is for physical submissions **only** at the 14 regional offices. All online submissions may be made via www.nama.com.na
2. Applicants may submit a maximum of two (2) entries per category only.
3. This application form must be completed fully, accurately and neatly. Incomplete, illegible or incorrectly completed forms may not be considered.
4. Each application form must be accompanied by a clearly labelled USB containing the relevant folders and supporting materials for the specific application.
5. Application forms for different categories must not be combined.
6. Each category requires a separate application form and supporting documentation.
7. An applicant may submit multiple category-specific application forms in one clearly sealed envelope, provided that each application is properly completed and organised.
8. Each sealed envelope must contain the following:
    a. USB containing relevant music files, videos, photographs of artist and supporting materials
    b. Copy of valid Identification Document (ID) and required certification
    c. Authorised Applicant Consent Letter (where applicable)
    d. Signed AI Declaration Letter (mandatory)
    e. Signed Copyright Declaration (mandatory)
    f. Signed Producer Consent Declaration (where applicable)
    g. Collaboration Agreement (where applicable)
    h. Live Performance Act Declaration (where applicable)
9. It is essential that all URLs and links provided in this physical application form are accurate, complete and accessible. Failure to provide clear and functional links may compromise the assessment of the application and could result in disqualification where the required supporting material cannot be accessed.
10. Enter N/A (Not Applicable) in any field where the requested information does not apply.
11. Applicants are responsible for ensuring that all submitted materials are accurate, complete and comply with the NAMAs application requirements.
12. All submitted materials must be clearly labelled with the applicant's name, category entered and relevant application details.
13. Rules, regulations, eligibility requirements and additional application guidelines may be obtained from www.nama.com.na
14. For any application-related queries or further assistance, please contact: info@ntn.org.na

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SECTION A: APPLICANT INFORMATION

1. Applicant Details

First Legal Name(s) of Authorised Applicant:

_____

Legal Surname:

_____

Applicant Capacity (Tick one)

☐ Artist / Group Member
☐ Artist Manager
☐ Record Label Representative
☐ Producer
☐ Legal Representative
☐ Other: _____

Stage/Brand Name of Artist(s) Being Represented:

_____

Primary Artist Type:

☐ Solo Artist
☐ Duo
☐ Group/Band
☐ Choir
☐ Collective

☐ Other: _____

Identification Number:

ID Number: _____

Passport Number: _____

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PRP Number: _____

Nationality: _____

Country Currently Based In: _____

Eligibility Status (Tick one)

☐ Namibian Artist
☐ Namibian Permanent Resident Artist
☐ Namibian-Based Artist (Domicile Certificate Holder)
☐ African Guest Artist in Namibia
☐ International Artist Eligible Under Collaboration Rules

Proof of Eligibility Attached:

☐ ID
☐ Passport
☐ Permanent Residence Permit
☐ Domicile Certificate

Date of Birth: _____

Artist Status

☐ Signed to Record Label
☐ Independent Artist
☐ Self-Released
☐ Other: _____

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2. CONTACT DETAILS

Mobile Number: _____

WhatsApp Number: _____

Alternative Contact: _____

Email Address: _____

Residential Address:

_____

Town/City: _____

Region

☐ Erongo
☐ Hardap
☐ //Kharas
☐ Kavango East
☐ Kavango West
☐ Khomas
☐ Kunene
☐ Ohangwena
☐ Omaheke
☐ Omusati
☐ Oshana
☐ Oshikoto
☐ Otjozondjupa
☐ Zambezi
☐ Other

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3. ARTIST PROFILE

Artist Biography (Maximum 50 words):

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

Social Media Handles/ Website Links

Facebook: _____

Instagram: _____

TikTok: _____

YouTube: _____

X/Twitter: _____

Website: _____

Other: _____

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SECTION B: SUBMISSION INFORMATION

1. Award Category

Select ONE category per application

☐ Best Single

☐ Best Folklore Music Contribution Award

☐ Best Langarm Album

☐ Best Ma /Gaisa Album

☐ Best Oviritjie Album

☐ Best Shambo Album

☐ Best Epera Album

☐ Best Shikoshoshi Album

☐ Best Dance Music (House, Amapiano, Afro-Tech, Progressive House and Electronic Dance Music (EDM)) Album

☐ Best African Contemporary (Afro-fusion, Soukous/Kwasa Kwasa, Kwiku, Kizomba) Album

☐ Best Urban Popular Music (Afro Pop, Afro Beats, Township Disco) Album

☐ Best Kwaito Album

☐ Best Gospel Album

☐ Best R&B/Soul Album

☐ Best Rap/Hip Hop Album

☐ Best Reggae/Dancehall Album

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☐ Best Jazz/Blues Album

☐ Best Rock/Alternative Album

☐ Best Instrumental Award

☐ Best Collaboration Album

☐ Best Choir Album

☐ Best Music Video Award

☐ Best Live Music Performance (Act)

Note: A separate application form must be completed for each submission. This can be included in your master envelope.

SECTION C: ENTRY INFORMATION

Submission Eligibility

Was the work officially and commercially released during the eligibility period?

☐ Yes
☐ No

Release Date: _____

Previously submitted to the NAMAs?

☐ Yes
☐ No

Link to commercial release (proof):
_____
_____

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CATEGORY INFORMATION

A. SINGLE ENTRY

Song Title: _____

Artist Name: _____

Songwriter(s): _____

Composer(s): _____

Producer(s): _____

Recording Studio: _____

Track Duration: _____

Official Release Link:

_____

☐ This is a standalone single and not part of an album, EP, mixtape or compilation.

☐ Only one single entry has been submitted.

B. ALBUM ENTRY

Album Title:

_____

Album Genre:

_____

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Artist Name:

_____

Release Date:

_____

Album Format:

☐ Full Album
☐ EP
☐ Mixtape
☐ Other

Number of Tracks: _____

Total Duration: _____

Track Listing Attached:

☐ Yes ☐ No

Producer(s):

_____

Songwriter(s) / Composer(s):

_____

Featured Artists:

_____

Recording Studio:

_____

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Distribution Platform(s):

_____

Streaming Link:

_____

Album Artwork Attached:

☐ Yes ☐ No

☐ I confirm this album meets the eligibility requirements.

_____

C. FOLKLORE MUSIC CONTRIBUTION

Title of Work:

_____

Cultural Community Represented:

_____

Traditional Music Style:

_____

Language(s):

_____

Cultural Significance:

_____

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Historical Context:

_____

_____

Contributors:

_____

_____

D. INSTRUMENTAL AWARD

Title of Composition:

_____

Instrument(s):

_____

Lead Instrumentalist(s):

_____

Composer:

_____

Producer:

_____

Musical Arrangement Description:

_____

USB Audio Attached:

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☐ Yes ☐ No

_____

E. COLLABORATION

Song/Album/Work Title:

_____

Main Artist(s):

_____

Collaborating Artist(s):

_____

Contribution of Each Artist:

_____

Producer(s):

_____

Upload:

☐ Copyright Declaration

☐ Collaboration Agreement (if applicable)

_____

Note: The Collaboration Agreement Letter is mandatory for this category.

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F. CHOIR ALBUM

Choir Name:

_____

Choir Director/Conductor:

_____

Organisation Details:

_____

Number of Choir Members:

_____

Conductor:

_____

Release Details:

_____

G. MUSIC VIDEO AWARD

Song Title:

_____

Artist:

_____

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Director:

_____

Producer:

_____

Production Company:

_____

Video Link:

_____

Concept Statement:

_____

☐ Permission obtained to submit video.

_____

H. LIVE MUSIC PERFORMANCE ACT

Official Name of the Performing Act:

_____

Names of Members of the Act (where applicable):

_____

_____

_____

_____

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_____

Performance Title:

_____

Event/Venue:

_____

Date:

_____

_____

Location: _____

_____

Performance Description:

_____

_____

Live Recording Link:

_____

_____

Note: The Live Performance Act Declaration Letter is mandatory for this category.

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SECTION D: SUPPORTING DOCUMENTS CHECKLIST

Tick attached:

☐ ID / Passport / PRP
☐ High resolution photograph of Artist(s)
☐ Proof of Eligibility
☐ Proof of Commercial Release
☐ Lyrics (where required)
☐ Videos (where required)
☐ Copyright Declaration
☐ Authorised Applicant Letter
☐ Live Performance Act Declaration Letter (where required)
☐ AI Declaration Letter
☐ Collaboration Agreement
☐ Producer Consent
☐ Supporting Documentation

SECTION E: DECLARATION

I hereby declare that:

☐ All information provided is true and accurate.

☐ I have authority to submit this work.

☐ I confirm that this submission is an original human-created work and has not been fully generated by Artificial Intelligence (AI).

☐ I agree to comply with the NAMAs Rules and Regulations.

☐ All contributors have been correctly credited.

☐ I understand that false, unclear and illegible information may lead to disqualification.

Applicant Name: _____

Signature: _____

Date: _____

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Place: _____

_____

FOR INTERNAL USE ONLY

- ✓ Entry Reference Number: _____
- ✓ Date Received: _____
- ✓ Reviewed By: _____
- ✓ Eligibility Verified: ☐ Yes ☐ No
- ✓ Missing Documents:

  _____

  _____

  _____

  _____

NOTES:

_____

_____

_____

_____

_____

_____

[END]