

Requirement for Processing:
Change of Timetable / Tariffs - Metered Taxi

CHK 3.2

Application Form Checklist

<input type="checkbox"/> Applicant signed & dated application <input type="checkbox"/> Route description correct corresponds with old permit <input type="checkbox"/> Receipt number <input type="checkbox"/> Application number <input type="checkbox"/> Seating capacity captured <input type="checkbox"/> Form 10 properly completed	Original license : Permit <input type="checkbox"/> If Permit: is it still active <input type="checkbox"/> Operating License <input type="checkbox"/> If Permit: Permit Number _____ <input type="checkbox"/> Check if permit is converted <input type="checkbox"/> ID Number correct <input type="checkbox"/> Full names & Surname correct
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Document Checklist

x applicable mode

Entry Point	Documents Required	Document Description	Format	MBT	MT	Tour	Chart	Scholar	Bus	Employee
		Completed by applicant or company rep if applicant is a company and must be in Company Name and Registration no								
<input type="checkbox"/> CRO	Application form 10		Original		X			X	X	X
<input type="checkbox"/> CRO	Application Form 1A		Original		X			X	X	X
<input type="checkbox"/> CRO	License & Road Worthy Certificate		Original		X			X	X	X
<input type="checkbox"/> Uplift	Vehicle Registration Certificate		Original		X			X	X	X
<input type="checkbox"/> CRO	Details of new Tariff / Timetable		Original		X			X	X	
<input type="checkbox"/> CRO	Identity Document	Application or company representative if applicant is a company and Business Registration Certificate	Certified Copy		X			X	X	X
<input type="checkbox"/> CRO	Statement 180 days: Applicant		Original		X			X	X	X
<input type="checkbox"/> CRO	Statement 180 days: Planning Authority	(MT only if Rank)	Original		X					

Upliftment

Entry Point	Documents Required	Document Description	Format	MBT	MT	Tour	Chart	Scholar	Bus	Employee
<input type="checkbox"/> Uplift	License & Roadworthy Certificate		Original		X			X	X	X
<input type="checkbox"/> Uplift	Vehicle Registration Certificate		Original		X			X	X	X
<input type="checkbox"/> Uplift	Proof of passenger liability insurance	MBT (Only if route longer 25Kms), Charter services Tourism operators, Scholars & Workers transport	Original		X			X	X	X
<input type="checkbox"/> Uplift	Vehicle Checklist	Vehicle needs to be inspected by Traffic Official at Centre	Original		X			X	X	X
<input type="checkbox"/> Uplift	Tax Clearance		Original		X			X	X	X
<input type="checkbox"/> Uplift	Labour Law	Statement in terms of Section 62(1)(C) of the National Land Transport Act (Act 5 of 2009)	Original		X			X	X	X

CRO's Full Name : _____ CRO's signature : _____

Date & Time Application Received : _____ Time _____ h _____

Registry Messengers Full Name : _____

Date & Time Application Received : _____ Time _____ h _____

Approved Chairman of the Board
Mr. M Joolay