

Requirement for Processing:
Duplicate Operating Licenses

CHK 5

Application Form Checklist

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

Document Checklist

x applicable mode

Entry Point	Documents Required	Document Description	Format	MBT	MT	Tour	Chart	Scholar	Bus	Employee
<input type="checkbox"/> CRO	Application form 10	Completed by applicant or company rep if applicant is a company and must be in Company Name and Registration no	Original	X	X	X	X	X	X	X
<input type="checkbox"/> CRO	Application form 1D	Only for Non-Contracted services	Original	X	X	X	X	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	X	X	X
<input type="checkbox"/> CRO	Affidavit	Stating what happened to original permit/license	Original	X	X	X	X	X	X	X
<input type="checkbox"/> CRO	Proof of membership from Association	Letter signed by association on an association letter	Original	X						
<input type="checkbox"/> CRO	Proof of registration from Registrar	Letter to be signed by the Registrar	Original	X						
<input type="checkbox"/> CRO	Statement: 180 days Planning Authority	Proof of operation	Original	X						
<input type="checkbox"/> CRO	License & Roadworthy Certificate		Certified Copy	X	X	X	X	X	X	X
<input type="checkbox"/> CRO	Vehicle Registration Certificate		Certified Copy	X	X	X	X	X	X	X
<input type="checkbox"/> CRO	Tax Clearance		Original	X	X	X	X	X	X	X
<input type="checkbox"/> CRO	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	X	X	X
<input type="checkbox"/> CRO	Passenger Liability		Certified Copy		X	X	X	X	X	X
<input type="checkbox"/> CRO	Statement: 180 days Applicant		Original	X	X	X	X	X	X	X
<input type="checkbox"/> CRO	Statement: 180 days Association		Original	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