



**HELPDESK CHECKLIST FOR RENEWAL (TAXI AND CHARTER) – W/CAPE
R300-00 PER APPLICATION AND TAKES +- 21 DAYS**

	Y	N	N/A	Comments
Application Form 1B				
ID copy / Company Registration certificate				
Tax clearance certificate or SARS pin (should be in name of OL holder)				
Form 10 (should be in the name of the OL holder and certified at police)				
Copy of OL				
Vehicle seating capacity				
Proof of address				
Method of correspondence				
Labour Law				
Proxy letter when submitting obo of client				
Assessment form				
Assesment form				
180 days applicant				
180 days Taxi Association				
180 days Local Authority				
Registrar confirmation				
Definition				
Association letter				
Company proxy letter and Certified ID copy of the proxy				
New impartiality form				