



**HELPDESK CHECKLIST FOR REPLACEMENT (CHARTER, STAFF AND
SCHOLARS) – WESTERN CAPE
R300-00 PER APPLICATION TAKES +- 48 HOURS**

	Y	N	N/A	Comments
Application Form 1B				
ID copy / Company Registration certificate				
Form 10 (should be completed in the OL holders name and certified at police station)				
Vehicle seating capacity				
Proof of address				
Final declaration if OL is lost				
Method of correspondence				
Labour Law				
Proxy letter when submitting obo of client				
Roadworthy paper				
Registration paper				
Vehicle check				
180 days applicant				
Company proxy letter and Certified ID copy of the proxy				
New impartiality form				