

ANNEXURE C

APPLICATION REQUIREMENTS – GOODS

TEMPORARY PERMITS 14 day / 3 month permit (s)

The use of a temporary permit should be to carry out a task of a **temporary nature**.

Only complete and correct applications will be accepted and processed by the Agency.

Each question on the application form must be completed in detail, where not applicable mark as N/A. Special attention must be paid to Part D of the application form; the need for the service must be completed in respect of all applications.

Applications that are not properly completed or to which the required documentation is not attached will not be considered and returned to the applicant.

Only the latest version of the application forms will be accepted by the Agency. These forms and other information can be obtained from the Agency's office or may be downloaded from its website at www.cbrta.co.za

The Agency has a period of 48 hours from receipt of compliant applications to issue the requested permit.

The following documents **must** be submitted with **each** application form before it can be considered:-

	<p>A copy of the Companies and Intellectual Property Commission (CIPC) company certificates issued by a CIPC office or "Certificate of Confirmation" obtained from the official CIPC website at www.cipc.co.za, not older than one calendar year will be accepted, or in the case of a one-man business, a certified copy of the owner's identity document or passport or a copy of the National Traffic Information System Number.</p> <p>The date of certification of documents should not exceed three (3) months</p>
	<p>A copy of a valid Motor Vehicle License and Roadworthy Certificate in respect of each vehicle being applied for.</p>
	<p>Original or certified copy of a valid Tax Clearance Certificate of Good Standing, or the pin number for the Tax Clearance Status System to verify compliance, which is obtainable from the South African Revenue Service (SARS). NATIONAL CALL CENTRE: 0800007277 <i>(The name and number reflected on the ID or Company Registration Certificate; passport or National Traffic Information System Number must correspond with the one on the tax clearance certificate.</i></p> <p>The date of certification of documents should not exceed three (3) months</p>
	<p>Route: A clear route description that includes all border posts to be used when conveying goods in the SADC-region.</p>
	<p>Part D of the application form, the need for the service, must be completed in respect of all applications. If not completed the application will not be considered.</p>
	<p>When submitting copies of letters, documents or contracts in support of an application, please ensure that they are clear and legible. Documents that are not clear will not be accepted as supporting evidence. All foreign documents must be translated by a certified translator into English.</p>
	<p>Demographic Information</p> <ul style="list-style-type: none"> • BBBEE Level Contributor; • % of Black Ownership • % of Black Youth Ownership • % of Black Female Ownership • Turnover per annum • Number of employees



NB Please note the information will be stored on the Permit System and operators only need to capture it once and update only when the information has changed.

*Marked with x must be submitted.

FOR OFFICE USE ONLY			
Office Note/Additional Information Permit Posted / Collected	Contact Name & Number:	Date:	Response:
Officer Name & Date Signature:			

ANNEXURE D
APPLICATION REQUIREMENTS – GOODS
WITH EFFECT FROM JULY 2020

1 Year / 5 Years permit(s)

Only complete and correct applications will be accepted and processed by the Agency.

Each question on the application form must be completed in detail, where not applicable mark as N/A.

Special attention must be paid to Part D of the application form; the need for the service must be completed in respect of all applications.

Applications that are not properly completed or to which the required documentation is not attached will not be considered and returned to the applicant.

Only the latest version of the application forms will be accepted by the Agency. These forms and other information can be obtained from Agency's offices or may be downloaded from its website at www.cbrta.co.za

It is strongly advised that the purchase of vehicles is delayed until the permit applications are approved by the Regulatory Committee.

Only the gross vehicle mass of the intended vehicle has to be submitted on the application form.

The following documents **MUST** be submitted with **EACH** application form before it can be considered:-

	<p>A copy of the Companies and Intellectual Property Commission (CIPC) company certificates issued by a CIPC office or "Certificate of Confirmation" obtained from the official CIPC website at www.cipc.co.za, not older than one calendar year will be accepted, or in the case of a one-man business, a certified copy of the owner's identity document or passport or a copy of the National Traffic Information System Number.</p> <p>The date of certification of documents should not exceed three (3) months</p>
	<p>Original or certified copy of a valid Tax Clearance Certificate of Good Standing, or the pin number for the Tax Clearance Status System to verify compliance, which is obtainable from the South African Revenue Service (SARS). NATIONAL CALL CENTRE: 0800007277 <i>(The name and number reflected on the ID or Company Registration Certificate; passport or National Traffic Information System Number must correspond with the one on the tax clearance certificate.</i></p> <p>The date of certification of documents should not exceed three (3) months</p>
	<p>A copy of a valid Motor Vehicle License and Roadworthy Certificate in respect of each vehicle being applied for.</p>
	<p>Route: A clear route description that includes all border posts to be used when conveying goods in the SADC-region.</p>
	<p>It is advised that the purchase of vehicles be delayed until the permit applications are approved by the Cross-Border Regulatory Committee. Only the gross vehicle mass of the intended vehicle has to be completed on the application form.</p>
	<p>Part D of the application form, the need for the service, must be completed in respect of all applications. If not completed the application will not be considered.</p>
	<p>Please ensure that documentation is clear and legible when submitting copies of letters and documents in support of an application. Documents that are not clear will not be accepted as supporting evidence. All foreign documents must be translated by a certified translator into English.</p>

*Marked with x must be submitted.



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Officer Name & Date Signature:			