

ANNEXURE I
APPLICATION REQUIREMENTS-TOURISTS
WITH EFFECT FROM JULY 2020

TEMPORARY PERMITS
14 day 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 Agency's offices 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>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>The vehicle to be used has to be registered in the name of the Carrier unless written proof of a lease agreement is provided which must be signed by the Lessor and the Lessee and two (2) witnesses.</p>						
	<p>ITINERARY: Submit a full itinerary for the journey, in which towns, cities destination and border posts that will be travelled on, or through are mentioned.</p>						
	<p>Part D of the application form, the need for the service must be completed in respect of all applications. (Include a brochure and/or advertisements of the service)</p>						
	<p>Proof of passenger Liability Insurance must be submitted <u>before</u> a temporary permit can be issued.</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Two million rand in respect of</td> <td>16 – 39 seater vehicle</td> </tr> <tr> <td>Three million rand in respect of</td> <td>40 – and more seater vehicle</td> </tr> <tr> <td>Four million rand in respect of a</td> <td>double decker bus</td> </tr> </table>	Two million rand in respect of	16 – 39 seater vehicle	Three million rand in respect of	40 – and more seater vehicle	Four million rand in respect of a	double decker bus
Two million rand in respect of	16 – 39 seater vehicle						
Three million rand in respect of	40 – and more seater vehicle						
Four million rand in respect of a	double decker bus						



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.

*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 J
APPLICATION REQUIREMENTS - TOURISTS
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 the Agency's offices or may be downloaded from its website at www.cbrta.co.za

Only the seating capacity of the intended vehicle has to be completed 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>It is advised that the purchase of vehicles be delayed until the permit applications are approved by the Regulatory Committee.</p>
	<p>The vehicle to be used has to be registered in the name of the Carrier unless written proof of a lease agreement is provided which must be signed by the Lessor and the Lessee and two (2) witnesses.</p>
	<p>ROUTE: Indicate the country (s) to which you are intending to operate.</p>
	<p>Part D of the application form, the need for the service must be completed in respect of all applications. (Include a brochure and/or advertisements regarding the service)</p>
	<p>Please ensure that documentation is clear and legible when submitting copies of letters, documents or contracts 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

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



Officer Name & Date Signature:	
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