



HELPSDESK CHECKLIST: AMENDMENT OF ROUTE

	Y	N	N/A	Comments
1. Application Form				
2. Proof of payment/Bank receipt				
3. Certified copy of ID copy / Company Registration certificate				
4. Tax clearance certificate and SARS pin				
5. Company proxy letter and Certified ID copies of the appointer and appointee (proxy)				
6. Statement of oath				
7. Statement in terms of section 62(1) of NLTA				
8. Certified copy of Operating Licence				
9. Certified copy of Vehicle license disc and Road worthy certificate				
10. Certified copy of Certificate of registration in respect of motor vehicle				
11. Recommendation letter (5 letters if operating within the boundaries of RSA and 3 letters if operating within the province)				
12. Proof of operation (Certified copies of recent Invoices or itineraries)				
13. Certified copy of Service records/Service Plan/Maintenance plan of vehicles				
14. Certified copy of Public Passenger Liability (PPL)				
15. Certified copy of Business plan (for applications with more 10 vehicles)				
16. B-BBEE exemption affidavit (0-R5million annual turn-over) OR Certified copy of Black Economic Empowerment (BEE) and Employment Equity (EE) compliance certificate (above R5 million annual turnover)				

NATIONAL PUBLIC TRANSPORT REGULATOR

CHECKED BY :

DATE:

SIGNATURE: