



DEPARTMENT OF TRANSPORT

National Public Transport Regulator

NATIONAL LAND TRANSPORT ACT 2009, (ACT NO. 5 OF 2009)

APPLICATION FOR THE GRANTING, RENEWAL, AMENDMENT, TRANSFER OR CONVERSION OF AN OPERATING LICENCE OR PERMIT

SECTION A (Compulsory for all application types)

TYPE OF APPLICATION

This application is for:

Application type:

Compulsory sections to be completed by applicant:

1) New operating licence

☐

A, B, C, F, G, H, K, L

2) Transfer of an operating licence or permit

☐

A, B, C, D, F, G, H, K, L

3) Amendment of an operating licence or permit for:

a) Additional authority

☐

b) Amendment of route or area

☐

c) Change of particulars

☐

e) Amendment of timetables, tariffs

☐

or other conditions

f) Replace existing vehicle

☐

g) OL for recapitalised vehicle

☐

4) Renewal of an operating licence

☐

A, B, C, D, F, G, H, K, L

or permit

5) Conversion of a permit or operating licence to a definite-period operating licence

☐

A, B, C, D, F, G, H, K, L

SECTION B (Compulsory for all application types)

PARTICULARS OF APPLICANT

Name of company, partnership corporation or other legal entity, or surname in the case of sole proprietor

First names, if sole proprietor (not more than 3)

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SECTION C (Compulsory for all application types)

PARTICULARS OF PERSON RESPONSIBLE FOR A JURISTIC PERSON

In the case of a company, partnership, close corporation or other juristic person, particulars of the person responsible to represent it must be given:

Surname																				
First names (not more than 3)																				
Identity number																				
Type of identification	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">RSA identity number</td> <td style="width: 50%;">Passport</td> </tr> <tr> <td colspan="2">Other (specify)</td> </tr> </table>										RSA identity number	Passport	Other (specify)							
RSA identity number	Passport																			
Other (specify)																				
Telephone number											Code									
Cell number																				

SECTION D (Compulsory for application types 2, 3, 4 and 5)

PARTICULARS OF EXISTING OPERATING LICENCE OR PERMIT (In the case of an application for renewal, amendment, transfer or conversion)

Operating licence number/permit number																					
REGULATORY ENTITY which issued the operating licence/permit																					
Date of issue					/			/			Expiry date					/			/		
	Y	Y	Y	Y		M	M		D	D		Y	Y	Y	Y		M	M		D	D

Attach a certified copy of operating licence or permit. A permit must first be converted to an operating licence before it may be renewed, amended or transferred. The original permit must be handed in upon upliftment of operating licence

SECTION E (Compulsory for application types 2)

PARTICULARS OF PERSON OR ENTITY TO WHICH THE OPERATING LICENCE IS TO BE TRANSFERRED
(In the case of an application for transfer)

Name of company, partnership corporation or other legal entity, or surname in the case of sole proprietor																												
First names, if sole proprietor (not more than 3)																												
Type of identification	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">RSA identity document</td> <td style="width: 50%;">Temporary identity certificate</td> </tr> <tr> <td>Passport</td> <td>Foreign identity document</td> </tr> <tr> <td>Founding statement</td> <td>Certificate of incorporation</td> </tr> <tr> <td>Letters of Authority (trust)</td> <td>Partnership Agreement</td> </tr> </table>																				RSA identity document	Temporary identity certificate	Passport	Foreign identity document	Founding statement	Certificate of incorporation	Letters of Authority (trust)	Partnership Agreement
RSA identity document	Temporary identity certificate																											
Passport	Foreign identity document																											
Founding statement	Certificate of incorporation																											
Letters of Authority (trust)	Partnership Agreement																											
*Attach a certified copy																												
Identity no./passport no./ business registration number																												
Trade name (if applicable)																												
Type of business																												

Postal address and code

										Postal Code									
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[illegible][illegible]

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[illegible]

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[illegible]

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[illegible]

SECTION F (Compulsory for all application types)

[Tick type of service: it may be necessary to tick more than one]

Type of service	Scheduled bus service	Minibus-taxi-type service
	Staff service	Charter service
*Please attach a certified copy of the contract between the	Courtesy vehicle	Metered taxi service
	Scholar transport service	e-Hailing service
	Tourist transport service	Other services

***Attach certified copies of the professional driving permits of all the drivers to be used for this service.**

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In the case of a long-distance service, state why passengers cannot use existing transport services

[illegible]

YES	NO
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[illegible]

PARTICULARS OF ROUTES (Not applicable for Charter Services, Metered Taxis, Tourist transport and e-hailing services)*

[illegible][illegible][illegible][illegible][illegible]

Route description
{State Street names or road numbers and each point where passengers are picked up or set down, and, where applicable, beacons or land marks for each city, town, village or settlement:

[illegible]

[If there are more routes, they must be described on a separate sheet of paper]

SECTION H (Compulsory for all application types)

State the authorised ranks and terminals used or to be used

PARTICULARS OF CONTRACT (in the case of a contracted service)

Type of contract

Subsidised Service Contract	Negotiated Contract	Commercial Contract
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[illegible]

The contract

1	
2	

Addresses of parties to the contract 1

[illegible]

2

[illegible]

TIMETABLES (In the case of a scheduled service)

YES

NO

DECLARATION

I the undersigned (full name) certify that the information furnished in this application form is true and correct. I accept that if information supplied in this application is found to be false, the application will be rejected, and I may be disqualified from making an application for an operating licence in the future.

Date

Name of person

[illegible]

VEHICLES DETAILS

*Please note that operating licences are granted per vehicle. Therefore, the applicant is required to pay the fee for each vehicle listed in this application. If applications are made for more than three (3) vehicles please attach a separate page containing the details below:

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Type:	No.	Seating capacity				
Motor car						
Minibus						
Midibus						
Bus						
Other						

Vehicle 1:

Vehicle registration number

Vehicle identification number (VIN)

Type of vehicle

Year of manufacture

Make of vehicle

Number of passengers to be carried

Number of kilometres travelled Already purchased? ☐ YES ☐ NO

Vehicle 2:

Vehicle registration number

Vehicle identification number (VIN)

Type of vehicle

Year of manufacture

Make of vehicle

Number of passengers to be carried

Number of kilometres travelled Already purchased? ☐ YES ☐ NO

Vehicle 3:

Vehicle registration number

Vehicle identification number (VIN)

Type of vehicle

Year of manufacture

Make of vehicle

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YES	NO
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SECTION M- FOR OFFICE USE ONLY

OTHER CONDITIONS IMPOSED BY THE REGULATORY ENTITY (if applicable)

Y Y Y Y / M M / D D

Signature of designated official of Regulatory Entity

OPERATING LICENCE PARTICULARS

Operating licence 1

[illegible]

Y Y Y Y / M M / D D

Y Y Y Y / M M / D D





Operating Licence 2:

[illegible]

 /
  /
 
 to  /
  /
 





Date submitted to Publications

Y Y Y Y / M M / D D

Y Y Y Y / M M / D D

Operating Licence number

[illegible]

Y Y Y Y / M M / D D

Y Y Y Y / M M / D D

Y Y Y Y / M M / D D

FOR OFFICE USE ONLY

Y Y Y Y / M M / D D

Diagram illustrating the division of 12 items into three groups: 4 Y's, 2 M's, and 2 D's.

[illegible][illegible]

R							
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Y Y Y Y / M M / D D

Diagram illustrating the division of 12 items into three groups: 4 Y's, 2 M's, and 2 D's.

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CHECKLIST		
A certified copy of one of the following:	RSA Identity Document	
	Passport	
	Temporary RSA identity Document	
	Foreign Identity Document	
	Partnership Agreement	
	Board Resolution/ Founding agreement	
Valid Tax Clearance Certificate/SARS Tax Compliance Status PIN		
Valid vehicle licence and registration		
Has signed a statement to the effect that he or she or it, will comply with labour laws in respect of drivers and other staff, as well as sectoral determinations of the Department of Employment and Labour.		
Copies of operating licences or permits of vehicles operated (if applicable).		
Letter or document of recommendation in support of the application (if any).		