



ETHEKWINI BUSINESS LICENSING AUTHORITY

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| TRADING NAME | |
| PREMISES ADDRESS | |
| BO NUMBER | |

THE FOLLOWING IS REQUIRED BEFORE ANY LICENSE APPLICATION IS ACCEPTED

| | REQUIREMENTS | TICK |
|---|---|------|
| 1 | Completed Application Form <u>With Property Description (ERF Number)</u> | |
| 2 | Original Landlord's Consent | |
| 3 | ID Copy | |
| 4 | Close Corporation, Certificate of Incorporation and Directors or members details. | |
| 5 | Proxy letter when lodging on behalf of a CC or company & ID copy of person receiving proxy. | |
| 6 | An SAPS fingerprint report clearly stating 'NO ILLICIT ACTIVITY IDENTIFIED' for all Item 2 (Health facilities or Entertainment) license applications only. | |
| 7 | Electrical Certificate of Compliance - Accommodation Establishments only. NB: Certificate should not be older than a year | |
| 8 | Proof of ownership if building is a share block <ul style="list-style-type: none"> • Shareholder Certificate or; • Rates letter / Lease Agreement | |
| 9 | <p><u>Payment Options></u></p> <p>1. Pay a direct cash fee at our Licensing Offices (once-off payment) OR</p> <p>2. Pay via EFT – eThekweni Municipality is loaded as a pre-defined Beneficiary on all Internet banking platforms. Kindly select this beneficiary when making payment. It is mandatory to quote the Metro Reference below in the reference field; OR please approach your respective bank for assistance on how to set up your payment.</p> <p style="text-align: right;">AMOUNT: <input style="width: 100px; height: 20px;" type="text"/></p> <ul style="list-style-type: none"> • Ref No. : 200 9901 0000 | |

APPLICATION TAKEN BY: