



**energy**

Department:  
Energy  
**REPUBLIC OF SOUTH AFRICA**

### **APPLICATION FOR TEMPORARY LICENCE**

**PETROLEUM PRODUCTS ACT 120 OF 1977 AS AMENDED - PETROLEUM PRODUCTS LICENCE REGULATIONS 2006**

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|---|---|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| <p><b><u>INSTRUCTIONS</u></b></p> <p>1. READ REGULATIONS BEFORE COMPLETING THIS APPLICATION FORM.</p> <p>2. USE CAPITAL LETTERS AND WHERE APPLICABLE MARK WITH A ☒.</p> | <p style="text-align: center;"><u>PLEASE COMPLETE</u></p> <p>RETAIL /WHOLESALE /<br/>MANUFACTURING LICENCE NUMB</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="width: 20px;">/</td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> </tr> </table> | / |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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**SECTION 1: APPLICANTS DETAILS**

FULL NAME OF TEMPORARY LICENCE APPLICANT IF NOT AN INDIVIDUAL (for example, company name or trust name etc.)

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ENTER FULL NAME OF TEMPORARY LICENCE APPLICANT IF AN INDIVIDUAL

NOTE: In the event that a corporate entity or partnership, trust or body other than an individual makes the application, state here the personal particulars of the person authorised to make this application on behalf of such body.

TITLE 

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FAMILY NAME 

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FIRST NAME 

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IDENTITY NO. 

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INDICATE REASONS WHY APPLICANT (ABOVE) IS THE APPROPRIATE PERSON TO BE ISSUED WITH A TEMPORARY LICENCE

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**DECLARATION**

I (full names).....hereby declare that all information provided herein is within my personal knowledge and that-

- a) I am duly authorised to make this declaration;
- b) I am the designated person responsible for this licence and any conditions attached thereto;
- c) I have read and understood the regulations related hereto, with specific reference to regulation 34 (retail licence), regulation 25 (wholesale licence) and regulation 27 (manufacturing licence) regarding any false declaration; and
- d) all information provided herein is to the best of my knowledge true and correct.

Signed at.....(place) on this..... day of.....(month)  
..... (year)

.....  
Signature

I certify that the deponent-

- (a) has acknowledged that he/she knows and understands the contents of this application form and its annexures, that he/she has no objection to taking the prescribed oath and that he/she considers the oath binding on his/her conscience; and
- (b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at ..... (place) on this .....day of .....(month).....(year).

\_\_\_\_\_  
**COMMISSIONER OF OATHS**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Capacity: \_\_\_\_\_

**NOTE:** If this application form is completed electronically it must be printed out, signed before a Commissioner of Oaths and submitted with the necessary supporting documents and submitted to the appropriate regional office using the relevant address, mentioned below.

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|---|--|---|
| <p><b><u>Gauteng</u></b><br/>Private Bag X96<br/>Pretoria<br/>0001<br/>(012) 406 8000</p> <p><b><u>Physical Address</u></b><br/>Corner Paul Kruger &amp; Visagie<br/>Visagie Street, 192<br/>Pretoria<br/>0001</p>  | <p><b><u>Western Cape</u></b><br/>Private Bag X9<br/>Roggebaai<br/>8012<br/>(021) 418 3724</p> <p><b><u>Physical Address</u></b><br/>34 The Terraces Building<br/>Riebeek &amp; Bree Streets<br/>Cape Town<br/>8001</p>                                    | <p><b><u>Kwazulu- Natal</u></b><br/>Private Bag X54307<br/>Durban<br/>4000<br/>(031) 335 9647/ 9638</p> <p><b><u>Physical Address</u></b><br/>Durban Bay House (3<sup>rd</sup> floor)<br/>Anton Lembede street, 333<br/>Durban<br/>4000</p> |
| <p><b><u>Eastern Cape</u></b><br/>Private Bag X6013<br/>Port Elizabeth<br/>6000<br/>(041) 396 3914</p> <p><b><u>Physical Address</u></b><br/>690 Crispin Hall<br/>Cnr Mount and Diaz Road<br/>Port Elizabeth<br/>6000</p>   | <p><b><u>Free State</u></b><br/>Private Bag X3658<br/>Welkom<br/>9463<br/>(057) 391 1300</p> <p><b><u>Physical Address</u></b><br/>The Strip Building<br/>Stateway &amp; Bok Street, 314<br/>Welkom<br/>9460</p>   | <p><b><u>Mpumalanga</u></b><br/>Private Bag X7297<br/>Witbank<br/>1035<br/>(013) 653 0500</p> <p><b><u>Physical Address</u></b><br/>Province Building<br/>Cnr Paul Kruger &amp; Botha Avenue<br/>Witbank<br/>1035</p>                       |
| <p><b><u>North West</u></b><br/>Private Bag XA1<br/>Klerksdorp<br/>2570<br/>(018) 464 2460</p> <p><b><u>Physical Address</u></b><br/>Vaal University of Technology<br/>Building<br/>Cnr Voortrekker &amp; Margareta<br/>Prinsloo street<br/>Klerksdorp<br/>2570</p> | <p><b><u>Northern Cape</u></b><br/>Private Bag X6093<br/>Kimberley<br/>8301<br/>(053) 807 1710</p> <p><b><u>Physical Address</u></b><br/>65 Phakamile Mabija Street<br/>Perm Building<br/>Curry Street, 29-31<br/>Northern Cape<br/>Kimberley<br/>8300</p> | <p><b><u>Limpopo</u></b><br/>Private Bag X9712<br/>Polokwane<br/>0699<br/>(015) 287 4720</p> <p><b><u>Physical Address</u></b><br/>Broll Building<br/>Dorp Street 101<br/>Polokwane<br/>0699</p>  |

## ANNEXURE B: LICENCE FEES

|                              |        |
|------------------------------|--------|
| Site licence fee             | R 1000 |
| Retail licence fee           | R 500  |
| Annual retail licence fee    | R 500  |
| Temporary retail licence fee | R 500  |
| Duplicate licence fee        | R 500  |
| Site licence transfer fee    | R 500  |
| Amendment licence fee        | R 500  |

Payment must be deposited into the following relevant regional account closest to the region where the application is lodged –

**Bank:** Nedbank

**Account holder:** Department of Energy

Include your reference number, which will be provided by the Controller, on the deposit slip.

| Account Holder Name        | Account Number | Branch code | Branch Name                             |
|----------------------------|----------------|-------------|---|
| Department of Energy - GP  | 1454 117 761   | 14 54 05    | Corporate Client Services, Johannesburg |
| Department of Energy - KZN | 1454 117 788   | 14 54 05    | Corporate Client Services, Johannesburg |
| Department of Energy - NW  | 1454 117 796   | 14 54 05    | Corporate Client Services, Johannesburg |
| Department of Energy - WC  | 1454 117 818   | 14 54 05    | Corporate Client Services, Johannesburg |
| Department of Energy - MP  | 1454 117 826   | 14 54 05    | Corporate Client Services, Johannesburg |
| Department of Energy - FS  | 1454 117 834   | 14 54 05    | Corporate Client Services, Johannesburg |
| Department of Energy - EC  | 1454 117 842   | 14 54 05    | Corporate Client Services, Johannesburg |
| Department of Energy – LP  | 1454 117 850   | 14 54 05    | Corporate Client Services, Johannesburg |
| Department of Energy - NC  | 1454 117 869   | 14 54 05    | Corporate Client Services, Johannesburg |

