

**ETHEKWINI MUNICIPALITY
ETHEKWINI BUSINESS LICENSING AUTHORITY**

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	Copy of Value Assist	For office use only
3	Original Landlord's Consent	
4	Lease Agreement	
5	Certified ID Copy	
6	Close Corporation, Certificate of Incorporation and Directors or members details.	
7	Proxy letter when lodging on behalf of a CC or company.	
8	An SAPS fingerprint report clearly stating 'NO ILLICIT ACTIVITY IDENTIFIED' for all Item 2 (Health facilities or Entertainment) license applications.	
9	Electrical Certificate of Compliance – Accommodation Establishment only.	
10	Proof of ownership if building is a share block <ul style="list-style-type: none"> • Shareholder Certificate or • Rates letter 	
11	<p>NO Payment should be done until documentation is verified by Business Licensing</p>	

APPLICATION TAKEN BY: _____