



## UMHLALBYALINGANA MUNICIPALITY

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**DATE: 02 February 2012**

**TO: THE MANAGER / SUPERINTENDENT**

**SUBJECT: BUSINESS LICENSES REGISTRATION**

Sir/Madam

According to the Business Act No. 71 of 1991 you are required to register your business with the municipality and obtain the trading license from the municipality. It is compulsory that all businesses register and obtain a business license by the end of February 2012. You will need to complete the attached application forms and pay the application fee of R228 (vat incl.) at the municipality offices at Manguzi or Mbazwana Traffic Station.

The following documents need to accompany your application form:

- Copy of Company registration
- Copy of lease
- Copy of identity document (ID) or permit if foreigner
- Landlord consent form (if renting property)
- Building plans/floor plans

After receiving your application for a business license, an assessment will be done on environmental health, fire risk compliance, road traffic compliance, and town planning requirements.

Your cooperation will be highly appreciated.

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SE Bukhosini (Municipal Manager)