




ANNUAL NOTIFICATION OF OPERATING A BUSINESS IN TERMS OF THE BUSINESS ACT, ACT NO 71 OF 1991 (REGULATION 15(2))

In respect of the above, notice is hereby given that every license holder must lodge a renewal application with the relevant licensing authority (Newcastle Municipality) by no later than 15:00 on the last working day of January of each year. As a result of the above, the license holder is required to provide the following information:-

- 1) Confirmation that the business for which the license was issued, is continuing to be conducted from the premises specified in the license and that no other business for which a license is required in terms of the Act is being conducted for the same licensed premises.
- 2) The following items, in terms of Schedule 1 of the Business Act, requires that businesses must have a business license for:
 - (a) Item 1: Sale or supply of meals or perishable foodstuffs.
 - (b) Item 2: Provision of certain types of health facilities or entertainment.
 - (c) Item 3: Hawking in meals or perishable foodstuffs.
- 3) For new applications, the following documents are required upon application on the e-license system:
 - (a) Certified copies of identity documents or passport of the business owner and manager;
 - (b) Approved building plans for the business premises;
 - (c) Proof of payment of R230 (incl VAT) license fee;
 - (d) Copies of company registration documents for the business;
 - (e) Special consent in terms of Land Use Management;
 - (f) Landlord's consent / proof of property ownership;
- 4) A late renewal fee of R230 (incl VAT) is charged for any license renewal lodged after 15h00, 31 January of every year.

For enquiries please contact the Business Licensing Unit, Newcastle Municipality, 4th Floor Civic Centre, 37 Murchison Street, Newcastle or 0343287600 or ed@newcastle.gov.za


M.J. MAYISELA
ACTING MUNICIPAL MANAGER

Approved

9/11/20