



KARIBIB TOWN COUNCIL

INFORMAL TRADING REGULATIONS



REGULATIONS RELATING TO THE INFORMAL TRADING

The Council of the Karibib Town Council adopt, under section 94(1) of the Local Authority Act, 1992 (Act No. 23 of the 1992) and after consultation with the Minister of Regional and Local Government, Housing and Rural Development, made the regulations set out in the Schedule.

BY ORDER OF THE COUNCIL

DAVEY I. Q. VAN WYK

CHAIRPERSON OF THE COUNCIL



SCHEDULE

ARRANGEMENT OF REGULATIONS

PART 1

INTRODUCTORY PROVISIONS

1. Definitions
2. Jurisdiction

PART 2

REGISTRATION OF INFORMAL TRADERS

3. Application for registration certificate
4. Issuing and display of registration certificate
5. Transfer and loss of a registration certificate
6. Renewal of registration certificate
7. Registers

PART 3

INFORMAL TRADING

8. Demarcation of areas for informal trading
9. Signs indicating restricted and prohibited areas
10. Lease and allocation of stands
11. Environmental health and safety
12. Prohibition and restricted conduct



PART 4

IMPOUNDING OF GOODS

- 13. Impounding of goods
- 14. Disposal of impounded perishable goods
- 15. Disposal of non-perishable goods or property
- 16. Storage and sale of impounded goods

PART 5

FOREIGN TRADERS

- 17. Foreign traders

PART 6

GENERAL

- 18. Offences and Penalties

PART 7

ANNEXURES

Form 1 of Annexure 1

Form 2 of Annexure 2



Definitions

1. In this regulation, unless the context otherwise indicates, an expression defined in the Act has a corresponding meaning, and -

“Authorised Official”- means a staff member of the Council authorised by the Council to implement these regulations;

“Council”- mean the Town Council of Karibib;

“Fee”- means a fee determined by the Council;

“Food premises” mean any building, shed, stand, construction, vehicle or other structure used in or with regards to the handling of food;

“Food” includes any article, product or thing in any form, state or stage of preparation which is intended for human consumption or which is capable of being so consumed;

“Hawker”-means a person who travels about and who sells goods or wares which may include fresh produce and other food but excluding “butchers meat” the words “pedlar” and “vendor” have the same meaning;

“Health Inspector/ Environmental Health Practitioner”- means the health inspector/ Environmental Health Practitioner, registered as an environmental health practitioner under the Allied Health Professions Act, 2004 (Act 7 of 2004) and employed by the Council;

“Informal trader” – means any person registered under these regulations to trade in the Council area;

“Informal trading” - means the selling of goods or services in a street, a public place or outside or inside any building in terms of a registration certificate issued under these regulations, but excludes the conducting of a business registered and approved in terms of General Health Regulations (Government Notice No. 121 of 14 October 1969, and **“trade”** or **“trader”** has a corresponding meaning;

“Litter” – includes any container or other object which has been discarded, abandoned or left behind by any trader or by any of his or her customers;

“Municipal Area”-means the municipal Council of Karibib, or any committee of such Council or any official to whom such Council has lawfully delegated the powers, duties or functions vested in the Council in terms of the Act or of these regulations;



“Property” – in relation to a person conducting the business of trading, includes any article, receptacle, vehicle or structure used or intended to be used in connection with such business, or any goods in which such person trades;

“Public building” – means a building occupied solely by the State or the Council;

“Registration Certificate”- means the registration certificate issued by the Council under these regulations for the purpose of trading in the area of jurisdiction of the Karibib town;

“Sidewalk” – means that portion of a street intended mainly for use by pedestrian, including the area between a street and a building line, provided such area is normally used by the public as a footway; and

“Street” includes:

- (a) A public road as defined in legislation relating to traffic;
- (b) Any bridge, ferry, ford or drift traversed by any street; and
- (c) Any other object or thing forming part of or connected with or belonging to a street.
- (d) The shoulder of any street;

Jurisdiction

2. These regulations shall apply and be valid in the area of jurisdiction of the Town Council of Karibib.

Application for a registration certificate

3. (1) For the purpose of this regulations, a person who intends to conduct trading as informal trader must apply to the Council in the manner referred to in subregulation (2) for registration certificate to conduct informal trading.
- (2) An application for registration as an informal trader must be -
 - (a) made of Form 1 of Annexure 1
 - (b) Accompanied by a non-refundable fee determined by Council under section 30(1)(u) of the Act.



Issuing and display of registration certificate

4. (1) On receipt of an application for a registration certificate, the authorised official must consider such application and may –

- (a) Approve the application;
- (b) Approve the application subject to such conditions as the authorised official may consider appropriate; or
- (c) Refuse to approve the application and within seven days provide the applicant with the written reasons for the refusal.

(2) The authorised official must after refusing to approve an application made in terms of regulations 3(1) inform the applicant of his or her right to appeal in writing to the Council against such decision.

(3) If an application referred to in regulation 3(1) is approved the authorised official must issue the applicant with a registration certificate and the trading card.

(4) Traders are only allowed to register for one trading license or registration certificate within the local authority area.

(5) The Council registration certificate must specify –

- (a) The name and identify number of the informal trader;
- (b) Shall state the class of articles or services he/she proposed to sell or offer;
- (c) The approved site where the trading shall be conducted; and
- (d) Permitted number of persons to be employed by the informal trader.

(6) An informal trader must provide the names of the persons employed by him or her to the Council before commencing.

(7) An informal trader must, when conducting informal trading, display a valid original certificate of registration certificate and the valid original informal trading registration card issued by the Council



(8) The holder of a registration certificate must produce the registration certificate and the trading card for inspection when required to do so by a member of the Namibian Police and the authorised official from the Council.

Transfer and loss of a registration certificate

5. (1) An informal trader must notify the authorised official of any change of his or her residential address within 14 days of such change.
- (2) If an informal trader loses his or her registration certificate or the trading card, he or she must give notice of such loss to the authorised official within 14 days from date on which such loss become known to him or her and obtain a duplicate registration certificate from the authorised official against the payment of a fee.
- (3) The fees payable in respect of the issue of a duplicate registration certificate under subregulation (2) must be determined by Council under section 30(1)(u) of the Act.
- (4) A registration certificate approved under subregulation 3 is not transferable and only the person in whose name it was issued is entitled to conduct informal trading in terms of the certificate.
- (5) An informal trader must return the registration certificate and the trading card if the informal trader no longer intends to trade.

Renewal of registration certificate

6. (1) A registration certificate issued for a period of 12 months must be renewed by the registration certificate holder.
- (2) The application for renewal must reach the authorised official on or before the date for renewal specified on the registration certificate.
- (3) The authorised official may refuse to renew the registration certificate if the registration certificate holder was issued with warning for non-compliance with these regulations or is found guilty of a transgression under these regulations.
- (4) If an application for renewal is received by the authorised official after the date specified on the registration certificate, it will carry additional fees as determined by the Council tariffs.



Registers

7. (1) The Council must keep and maintain a register for each of the following:
- (a) The number of registration certificate issued, including any conditions imposed and whether any duplicate certificate has been issued;
 - (b) The particulars of any allocation of a leased trading stand;
 - (c) Every offence committed by an informal trader in terms of these regulations and the penalty given for such offence; and
 - (d) The goods impounded and such register must contain information required under regulation 13(4).

PART 3

INFORMAL TRADING

Demarcation of areas for informal trading

8. (1) The Council may after resolution by the Council, demarcate areas for informal trading and declare any area in its jurisdiction to be an area in which informal trading is allowed.
- (2) The Council may change the areas contemplated in sub regulation (1) if the need and circumstances of residents, informal traders or the Council demand reconsideration.

Signs indicating restricted and prohibited areas

9. (1) The Council may by resolution declare any place in the local authority area to be an area in which informal trading is restricted or prohibited and must, to enable compliance, make signs, marking or other devices indicating –
- (a) Specified places, goods or services in respect of which informal trading is restricted or prohibited;
 - (b) The location of boundaries in respect of restricted or prohibited areas;
 - (c) The boundaries of a stand or area set apart for purposes of conducting informal trading;
 - (d) The fact that any stand or area has been let or otherwise allocated; or
 - (e) Any other restriction or prohibition against informal trading in terms of this regulations.



(2) The Council must display any sign, marking or device in a position and manner that indicates a restriction or prohibition and the location or boundaries of the area or stand concerned.

(3) A sign marking or device erected in terms of these regulations will serve as sufficient notice to an informal trader of the prohibition or restriction in respect of the area stand concerned.

(4) A sign, marking or device may be amended from time to time and displayed by the Council for the purpose of these regulations and will have the same effect as a road sign in terms of Road Traffic and Transport Act.

(5) Before the Council can act on a resolution contemplated in sub regulation (2), the Council must first consider the effect its resolution will have on the existing traders in the designated area in question and alternative relocation areas.

Lease and allocation of stands

10. If an application in terms of regulation 3 is successful an informal trader must enter into a lease agreement with the Council in respect of a stand, which lease agreement must be produced at the request of an authorised official.

Environmental Health and Safety

11. (1) An informal trader must –

- (a) Keep the area or site occupied by him or her for the purposes of conducting informal trading in a clean and sanitary condition;
- (b) Keep his or her property in a clean, sanitary and well-maintained condition;
- (c) Dispose of litter generated by his or her informal trading in a refuse container provided by the Council for the public or at a dumping site of the Council;
- (d) Not dispose, store, deposit or cause to be accumulated litter, refuse, scrap or waste material in a manhole, storm water drains, on a public road or public place or other place not intended for the disposal of litter;
- (e) Ensure that on completion of business for the day, the area or site occupied by him or her for the purposes of conducting informal trading is free of litter;
- (f) Take the necessary precautions while conducting his or her trading, to –



- (i) Prevent the spilling of any fat, oil or grease onto a public road, public place or into a storm water drain; and
- (j) Ensure that no smoke, fumes or other substance, odours or noise causes a public nuisance of any kind;
- (g) Not conduct his or her trading in such a manner as cause a danger or threat to public health or public safety; and
- (h) On request by an authorised official, move his or her property for the cleansing of the space, area or site where he or she is conducting informal trading.

Prohibited and restricted conduct

12. (1) An informal trader may not conduct informal trading –

- (a) At a place or in an area declared by the Council in terms of regulations 9 as a prohibited area;
- (b) In a garden to which the public has a right of access;
- (c) Directly alongside –
 - (i) A building belonging to the Namibian Police;
 - (ii) A church, mosque, synagogue or other place of worship;
 - (iii) A building declared to be a public monument; or
 - (iv) An auto teller bank machine;
- (d) At a place where it causes an obstruction in respect of –
 - (i) A fire hydrant; or
 - (ii) Any entrance to or exit from a building;
- (e) At a place where it is likely to obstruct vehicular traffic;
- (f) Next to a building used for residential purposes, if the owner or person in control or any occupier of that building objects and such objection is made known to the informal trader by an authorised official;
- (g) Within five metres of a traffic intersection; and
- (h) A sidewalk next to a building in which business is being carried on, without the prior consent of the owner, lawful occupier or person in control of that building.

2. A person who has leased a stand from the Council in terms of Regulation 10 may not trade in contravention of the terms and conditions of the lease agreement.



3. An informal trader –

- (a) May not sleep overnight the place where he or she conducts an informal trading;
- (b) May not erect any structure for the purpose of providing shelter, other than a structure approved by the Council;
- (c) May not place his or her property on a public road or public place;
- (d) May ensure that his or her property or area of activity –
 - (i) Does not cover an area of a public road or a public place which is greater than six square metres in extent, unless otherwise approved by the Council’ and
 - (ii) In respect of any sidewalk, leaves an unobstructed space for pedestrian traffic, being not less than one and a half metres wide when measured from any attached building to the property or area of activity and not less than one half metres wide when measured from the curb line to the property or area of activity;
- (e) May not trade on a sidewalk where the width of that sidewalk is less than three metres;
- (f) May not place or stack his or her property in a manner that constitutes a danger to any person or property;
- (g) May not display his or her good or property on or in a building, without the consent of the owner, lawful occupier or person in control of that building;
- (h) Must, on request by an authorised official or supplier of telecommunication or electricity or other municipal services, move his or her property for the carrying out of work in relation to a public road, public place or that service;
- (i) May not attach any of his or her property to a building, structure, pavement, tree, parking meter, lamp, pole, electricity pole, telephone booth, post box, traffic sign, bench or any other street fixtures or on a public road or public place;
- (j) May not conduct trading in such a manner so as to –
 - (i) Create a nuisance;
 - (ii) Damage or deface the surface of any public road, public place or any public or private property; or
 - (iii) Create a traffic or health hazard, or both;
- (k) May not make an open fire on a public road or public place;
- (l) May not interfere with the ability of a person using a sidewalk to view the goods displayed behind a shop display window;
- (m) May not obstruct access to a pedestrian crossing, parking or loading bay or other facility for vehicular or pedestrian traffic;



- (n) May not obstruct access to, or the use of, a street fixture and any other facility designed for the use of the general public;
- (o) May not obscure any road traffic sign displayed in terms of the Road Traffic and Transport Act or any marking, notice or sign displayed or made in terms these regulations;
- (p) May not conduct trading, take up a position or place his or her property on a portion of a sidewalk or public place in contravention of a notice or sign erected or displayed by the council for the purposes of these regulation;
- (q) May not place on a public road or public place his or her property that is not capable of being easily removed to a storage place away from that public road or public place at the end of the business day;
- (r) Must, at the end of the business day, move his or her property to a place which is not part of a public road or public place;
- (s) May not store his or her property in a manhole, storm water drains, public toilet, bus shelter or in a tree; and
- (t) May not conduct informal trading in a place or area in contravention of a prohibition or restriction approved by the Council in terms of sub regulation (1).

PART 4

IMPOUNDING OF GOODS

Impounding of goods

- 13. (1)** An authorised official may impound the goods of an informal trader –
- (a) Who is not in possession of a valid registration certificate and trading card issued by the Council;
 - (b) Trading with products which is not reflecting in the registration certificate and or trading card;
 - (c) Who is in contravention of regulation 12;
 - (d) That is left unattended for a period of 30 days or longer in a storage facility, a market stall, building or other premises owned by or under the control of the Council;
 - (e) That he or she finds at any place where –
 - (j) Informal trading is prohibited; or



- (k) In his or her opinion the goods are placed –
 - (aa) in a manner which prevents pedestrians from passing on the sidewalk;
 - (ab) in manner which cause an obstruction to traffic; or
 - (ac) in front of a fire hydrant or an entrance to or exit from a building, and which the informal trader has failed to remove from such place after having been requested to do so by the authorised official or which have been left at such place or have been abandoned.
- (2) The authorised official must give the informal trader 24 hours to remove his or her goods before such goods are impounded.
- (3) If the informal trader does not comply with the referred to in sub regulation (2), the authorised official may impound the goods of the informal trader in the manner contemplated in sub regulation (4)(5)(6) and (7).
- (4) An authorised official impounding goods must enter into a register kept for that purpose –
 - (a) The date the goods were impounded;
 - (b) The place where the goods were impounded;
 - (c) A description of the goods impounded;
 - (d) The quantity of the goods impounded;
 - (e) The condition of the goods impounded;
 - (f) The names and address of the owner if known; and
 - (g) Confirm the entries by signing as the correctness of it.
- (5) If the name and address of the owner of impounded goods is known the authorised official impounding the goods must write, or cause to be written, at the impounding of the goods, a receipt to the owner informing him or her –
 - (a) Of the particulars entered in to a register in terms of sub regulation (4);
 - (b) That the goods may be claimed against payment of the actual cost of impounding, removing and storing of the goods plus an administrative levy of 15%; and
 - (c) That failing to claim the goods a contemplated under sub-paragraph (b), the goods may be sold by public auction.



(6) The impounding of goods will not exempt a person from being charged with any offence under these regulations.

(7) The Council is not liable for any loss of or damage to any goods removed and impounded under this regulation.

Disposal of impounded perishable goods

14. (1) The owner of perishable goods impounded in terms of regulation 13 may within a period of 24 hours from the time such goods have been impounded, apply in writing or in person to the authorised official for the return of such goods and attach or produce the relevant receipt issued to him or her in terms of regulations 13(5).

(2) Where the owner of the perishable goods fails to claim his or hers within 24 hours from the time of impoundment, the Council may sell such goods in terms of regulation 16.

(3) Perishable goods that are no longer fit for consumption may be destroyed pursuant to the laws governing public health.

Disposal of non-perishable goods or property

15. (1) The owner of goods or property impounded in terms of regulation 13, may within 30 days from the date of impoundment, apply in writing or in person to the authorised official for the return of such goods and must attach to the application or produce the relevant receipt issued in terms of regulation 13(5).

(2) Where the owner of the goods or property fails to claim his or her goods or property within 30 days from the date of impoundment the Council may sell such goods in terms of regulation 16.

Storage and sale of impounded goods

16. (1) Impounded goods have not been claimed in terms of regulation 14 or 15. The Council may sell such impounded goods or property by public auction or any other means approved by Council.



17. (2) If the owner of goods impounded claims the return of the goods in terms of regulation 14 or 15 from the Council and he or she is unable or refuses to refund in full the expense incurred by the Council in respect of the removal and impounding of the goods, the Council may refuse to return the goods and sell the goods by public auction or any other means approved by Council.

(3) Before any goods are sold by public auction, the auction must be advertised once in a daily newspaper and public notice for a period 14 days.

(4) (a) An advertisement referred to in sub regulation 4 must subject to sub regulation (2), state –

- (i) A short description of goods to be sold;
- (ii) The date and place of impoundment;
- (iii) The name of the owner, if known; and
- (iv) The date, time and place where the auction will be held,

(b) The proceeds of the auction must be used to cover –

- (i) The cost of impounding, removing and storing the goods plus an administrative levy of 15%; and
- (ii) The cost pertaining to the auction, including the cost of advertising, auctioneers commission and an administrative levy of 15%.

(5) If the proceeds of the sale of goods or property contemplated in subregulation (3) are not enough to cover the expenses incurred by the Council in respect of the removal and impoundment of such goods or property, the owner of the goods or property remains liable to the Council for payment of the expenses that are not covered by the proceeds.

(6) If the owner of the goods or property impounded in terms of regulation 13 fails to claim the proceeds of the goods or property sold within a period of 3 years after the date that the goods or property were sold, the proceeds are forfeited to the Council.

PART 5

FOREIGN TRADERS



Foreign traders

18. (1) The period of validity of the registration certificate of a foreign trader may not exceed that of his or her business visa issued in terms of section 24(b)(i) of the Immigration Control Act, (Act 7 of 1993).

(2) An authorised official may place special restriction in the registration certificate of a foreign trader restricting, the hours during, the places and the goods which the foreign trader may sell.

(3) A foreign trader must at all times whilst trading has in their possession his/her identification documents.

PART 6

GENERAL PROVISIONS

Offences and penalties

19. (1) a person, commits an offence if that person –

- (a) Contravenes or fails to comply with any provision of these regulations;
- (b) Fails to comply with any notice issued in terms of these regulations;
- (c) Fails to comply with any lawful instruction given in terms of these regulations;
- (d) In an application for the issue of a registration certificate, furnishes any false, misleading information or makes any false statement or wilfully makes an alteration, damages or destroys any certificate issued in terms of these regulations;
- (e) Provides false or misleading information to an authorised official;
- (f) Holds himself or herself out to be, or presents himself or herself as, an authorised official, whilst not being an authorised official;
- (g) Obstructs an authorised representative in the execution of his or her duties under this regulation;
- (h) Without the prior written approval of the Council, makes any alteration to, or damages or destroys, any registration certificate;
- (i) Conducts informal trading in contravention of the registration certificate approved by the Council;
- (j) Conducts informal trading on a stand or public place and is unable to produce a valid lease agreement; or



(k) Conducts informal trading on a stand or public place and fails to comply with the terms and conditions of the lease agreement referred to in regulations 8, and on conviction is liable to a fine not exceeding N\$ 2 000 or to imprisonment for the period not exceeding 6 months.

(2) The authorised official may revoke the registration certificate and the trading card of an informal trader if the informal trader –

- (a) Is convicted of an offence more than once in terms of these regulations; or
- (b) Commits an offence and is ordered to pay a fine or is sentenced to imprisonment without the option of a fine within a period of 12 calendar months.

(3) Despite sub regulation (3) the authorised official must give the informal trader an opportunity to make representations as to why the registration certificate and the trading card should not be revoked.

(4) An informal trader who commits an offence and is found guilty of three or more offences within a period of 18 calendar months under these regulations and sentenced to the payment of a fine may –

- (a) Be prohibited from conducting an informal trade in the local authority area of the Council; and
- (b) Not be issued with the registration certificate for a period of three years.

(5) An informal trader who commits an offence and is found guilty of five or more offences within a period of 30 calendar months under these regulations and sentenced to payment of a fine may –

- (a) Be prohibited from conducting an informal trade in the local authority area of the Council; and
- (b) Not be issued with a registration certificate and trading card for a period of five years.



Annexure 1(Form 1)



KARIBIB TOWN COUNCIL

APPLICATION FORM FOR STREET VENDORS/HAWKERS IN KARIBIB TOWN

Registration Fee N\$

Street Vendor Cards N\$

NOTE: CERTIFIED COPIES OF THE FOLLOWING DOCUMENTS OF THE APPLICANTS MUST BE SUBMITTED WHERE APPLICABLE

1. ID Document
2. Companies of Close Corporation Registration Certificate If Applicable

Please Tick Appropriate Box

☐	China's Shop
☐	SMIG
☐	AGRA
☐	Usab Soccer field
☐	Usab Clinic
☐	(Other) (please indicate)

1. PERSONAL DETAILS OF APPLICANT

A. Surname _____ and Full name _____ of the Applicant: _____

B. ID _____ of passport number _____ of the Applicant: _____

C. Nationality: _____

D. Gender: _____



E. Marital

Status: _____

F. Residential

Address: _____

G. Contact

Details:

Telephone: _____ Cell: _____

H. Postal

Address: _____

2. BUSINESS DETAILS

A. Name _____ of _____ the

Business: _____

B. Type _____ of _____ the

business: _____

C. Describe or list the products or services you are intending to sell: _____

3. MOTIVATION (Please motivate your application and if the space provided is not enough attach a separate sheet)

Terms and Conditions

- The Karibib Town Council reserve the right not to approve or to refuse to consider any application that is not fully completed or supported by the documents as required.



- Should it at any stage transpire that any of the information supplied is incorrect or false, Karibib Town Council reserve the right not to approve such application and to withdraw the application.
- The applicant solely agrees and takes responsibility to clean the area of operation before and after working hours.
- The fees are subjected to change from time to time as per the new Council Tariffs as may be determined by the Council.
- The applicant undertakes to adhere to the Local Authority Act (23 of 1992), Council's by-laws and General Health Regulations.
- The applicant will be required to obtain a **Food Handlers Medical Certificate** if handling food, applicants without medical certificates will not be approved.
- The applicant is bound to pay all the municipal services supplied by the Council.

SIGNED AT _____ ON THIS _____ DAY
OF _____ 20____

SIGNATURE OF APPLICANT

OFFICIAL USE ONLY

COMMENTS: FINANCE

ALL ACCOUNTS PAID IN FULL: YES/NO	
DATE	SIGNATURE

COMMENTS: ENVIRONMENTAL HEALTH PRACTITIONER

CONTRAVENTION OF GENERAL HEALTH REGULATIONS: YES/NO	
CONTRAVENTION OF KTC RULES AND REGULATIONS: YES/NO	
DATE	SIGNATURE

COMMENTS: CHIEF EXECUTIVE OFFICER

APPROVED/NOT APPROVED
REASONS (IF ANY)



OPERATION AREA APPROVED:

.....

DATE: _____

CHIEF EXECUTIVE OFFICER

Annexure 2 (Form 2)



KARIBIB TOWN COUNCIL

APPLICATION FORM FOR THE OPEN MARKET STAND IN KARIBIB TOWN

Yearly Registration Fee: N\$ _____

Monthly Registration Fee Due 7th of Each Month: N\$ _____

NOTE: CERTIFIED COPIES OF THE FOLLOWING DOCUMENTS OF THE APPLICANTS MUST BE SUBMITTED WHERE APPLICABLE

1. *ID Document*
2. *Marriage Certificate if any (in terms of Marriage Equality Act No. 1 of 1996)*
3. *ID Document of Spouse*
4. *Companies of Close Corporation Registration Certificate*

Please Tick Appropriate Box

	Informal Trader
	Assistant to an informal trader

4. PERSONAL DETAILS OF APPLICANT



I. Surname and Full name of the Applicant: _____

J. ID of passport number of the Applicant: _____

K. Nationality: _____

L. Gender: _____

M. Marital Status: _____

N. Residential Address: _____

O. Contact Details: Telephone: _____ Cell: _____

P. Postal Address: _____

5. BUSINESS DETAILS

D. Name of the Business: _____

E. Business Registration No if any: _____

F. Describe or list the products or services you are intending to sell: _____



G. Type of Application (Tick the appropriate Column)

Type of Stall	Tick
Open Stand (Open Market)	
Meat Open Stand (Open Market)	

H. Are you currently doing business? Yes or No

I. If the Answer is Yes:

- a) What is the name of your business? _____
-
- b) Where is it located? _____
- _____
- c) What type of products or services are you currently selling? _____

6. MOTIVATION (Please motivate your application and if the space provided is not enough attach a separate sheet)

Terms and Conditions

- The Karibib Town Council reserve the right not to approve or to refuse to consider any application that is not fully completed or supported by the documents as required.
- Should it at any stage transpire that any of the information supplied is incorrect or false, Karibib Town Council reserve the right not to approve such application and to withdraw the leasing of the stand.



- If this application is approved a rental agreement has to be constituted and signed between Karibib Town Council (Lesser) and the Lessee.
- The applicant solely agree and take responsibility to pay the monthly lease fee on time as determined and dully take care of the stand and use it only for the purpose as per the approval of the Council. Failure to comply the Council shall terminate the lease and recover all the arrears or the cost of damage to the stand as Council's property.
- The Karibib Town Council shall terminate your lease after failing to pay the rental or failing to use the stand for two consecutive months.
- The rental or lease fees for stands are subjected to change from time to time as per the new Council Tariffs as may be determined by the Council.
- The applicant undertakes to adhere to the Local Authority Act (23 of 1992), Council's by-laws and General Health Regulations.
- The applicant will be required to obtain a Fitness Certificate for his or her stand or business from the Council.
- The applicant is bound to pay all the municipal services supplied by the Council to his or her business.

SIGNED AT _____ ON THIS _____ DAY
OF _____ 20 _____

SIGNATURE OF APPLICATION

OFFICIAL USE ONLY

COMMENTS: MANAGER- FINANCE

ALL ACCOUNTS PAID IN FULL: YES/NO	
ANY REPAYMENT AGREEMENT IN PLACE IF ACCOUNT NOT PAID IN FULL: YES/NO	
DATE	SIGNATURE



**COMMENTS: MANAGER- LOCAL ECONOMIC DEVELOPMENT,
ENVIROMENTAL HEALTH AND CORPORATE AFFAIRS**

CONTRAVENTION OF GENERAL HEALTH REGULATIONS: YES/NO	
CONTRAVENTION OF TOWN PLANNING PROCEDURES AND LAWS: YES/NO	
CONTRAVENTION OF BUSINESS REGULATIONS AS THE LAWS IN PLACE: YES/NO	
DATE	SIGNATURE

APPROVED/NOT APPROVED
IF NOT APPROVED, REASONS (IF ANY)
IF APPROVED, CONDITIONS (IF ANY)
STAND/ STALL NUMBER ASSIGNED

.....

CHIEF EXECUTIVE OFFICER

DATE: _____

