

DRJSMLM BUSINESS REGISTRATION



A notice is hereby given that as the DRJSMLM embarks on a registration process to ensure that all businesses within the municipality complies, following all business regulations and in position of business licences .

REQUIRED REGISTRATION DOCUMENTS

- Fully completed application form
- Certified ID copy
- Description of the goods and services to be traded or provided to the community.
- Proof of permission to conduct business in RSA (applicable to foreign nationals)
- Recommendation letter from Ward Councillor or Traditional leader.
- Zoning certificate
- Approved building and floor plans
- Proof of ownership (title deed), lease agreement or permission to occupy.
- Proof of municipal account, not in arrears
- Proof of compliance with Environmental Health
- Bank account confirmation
- Business registration documents (CICP Certificate)
- COIDA registration
- Fire inspection certificate
- South African Revenue Services (SARS) tax compliance certificate
- Police clearance certificate
- Affidavit declaring that the applicant is not engaged in the trading of illegal goods
- Non-refundable application fee

IMPORTANT INFORMATION

Following the above compliance, the Municipality will conduct background checks where the business owner will be furnished with a permit which is renewable yearly and must always be displayed at the business premises. There must also be approved building plans to ensure that all business structures meet the safety and building standards.



For more information, contact Mr TE Mohlapi Divisional Manager Town Planning and Human Settlement on mohlapi@moroka.gov.za or 013 973 0974.