



REHOBOTH TOWN COUNCIL

Tel: (062) 521800 Private Bag 2500 Fax (062) 522090, Rehoboth, Namibia, Email: towncreh@mweb.com.na

Application

Certificate of Fitness and Registration

New application

Renewal

Transfer

(Mark with an "X")

NAME OF BUSINESS

NAME OF OWNER

NAME OF MANAGER

POSTAL ADDRESS

TELEPHONE OR CELL NO FAX NO.

E-MAIL ADDRESS

PHYSICAL ADDRESS OF BUSINESS

Erf No. Ext. Township/Location

TYPE OF BUSINESS TO BE REGISTERED

All applicants for a new registration, when requested, are required to submit a building plan (ground layout) of the intended business and the following; **Two Passport Photos, one Certified ID copy, Rental Agreement/copy of Deeds of Registration and Founding Statement** should be attached.

I agree to pay inspection fees and the property will be ready for inspection on: **DATE THIS:**
DAY OF..... 2020

Consent of the owner of registered property

.....
Property owner's signature **Date**

.....
Applicant's signature **Date**

FOR OFFICIAL USE ONLY

Administration/ inspection fee:	Registration fee:.....
Receipt No:	Receipt No:
Date:	Date:
Vote No.: 0038325.....	Vote No.: 0038308.....

FINANCE DEPARTMENT

Doc No.

Date Received:

Name of Applicant

Name of Business Trading

Erf /Plot Owner

PROPERTY INFORMATION

Erf/Plot No.

Location

Owner/ Registered Tenant

DEBTORS INFORMATION

	Account No.	Amount N\$
Owner/ Main Tenant Account		
Other Consumer: Name		
1.		
2.		
3.		
4.		

Water Accountant: Signature.....Date Stamp.....

Electricity Accountant: Signature.....Date Stamp.....

Finance Manager Remarks:

.....
 Signature

DIVISION OF PLANNING & PROPERTIES

Zoning:

Business: Residential: General Residential: Industrial: Institutional:

Building plan submitted Approved Not approved

Comments:.....

..... Not approved / Approved

With the following conditions:

.....

Building Inspector Signature.....Date: Stamp.....

DIVISION OF EMERGENCY SERVICES

Nature of Business:

Business: Residential: General Residential: Industrial: Institutional:

Building plan submitted Approved Not approved

Comments:

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Not approved / Approved

With the following conditions:

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Notes: Required for:

- All Assembly Occupancies (including restaurants and other gathering places for 50 or more occupants)
- All Educational Occupancies (including commercial day care facilities)
- All Hazardous Occupancies (including repair garages, body shops, fuel storage)
- All Storage Occupancies where potential exist for high piled storage
- All Institutional Occupancies
- All High-rise buildings of all Occupancies
- Residential Occupancies such as hostels, guest houses, bed and breakfast, residential care facilities, apartment houses, small and large family day care homes
- Thatch roofs, tents, awnings or other fabric enclosures used in connection with any occupancy
- All fire alarm and suppression systems

DIVISION OF ENVIRONMENTAL HEALTH SERVICES

Comments: During Inspection:

Not approved / Approved with the following conditions:.....

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Signature:.....**Date Stamp:**.....