

LIMPOPO PROVINCE  
LIMPOPO PROVINSIE  
XIFUNDZANKULU XA LIMPOPO  
PROFENSE YA LIMPOPO  
VUNDU LA LIMPOPO  
IPHROVINSI YELIMPOPO

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Kuranta ya Profense • Gazethe ya Vundu**

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*(Yi rhijistariwile tanihi Nyuziphepha)*  
*(E ngwadisitšwe bjalo ka Kuranta)*

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**Vol. 14**

**Extraordinary**

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**No. 1409**

**Buitengewoon**

**Hu tshi katelwa na  
Gazethe dza Nyingo**

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# GENERAL NOTICE

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## NOTICE 481 OF 2007

### LIMPOPO PROVINCIAL ADMINISTRATION

### DEPARTMENT OF ECONOMIC DEVELOPMENT, ENVIRONMENT AND TOURISM

#### LIMPOPO BUSINESS REGISTRATION REGULATIONS, 2007

In terms of section 15 of the Limpopo Business Registration Act, 2003 (Act No.5 of 2003) the Limpopo Business Registration Regulations, 2007 are hereby advertised for comments.

Any person or organization wishing to comment on these regulations may do so in writing, before the 09 November 2007. Comments must be forwarded to:

**The Head  
Department of Economic Development,  
Environment and Tourism  
Private Bag X9484  
POLOKWANE  
0700**

**FOR ATTENTION: Mr Simon Mbedzi  
Tel: (015) 291 2747/ 082 377 3760  
[Mbedziks@ledet.gov.za](mailto:Mbedziks@ledet.gov.za)**

**DEPARTMENT OF ECONOMIC DEVELOPMENT, ENVIRONMENT  
AND TOURISM**

**LIMPOPO BUSINESS REGISTRATION REGULATIONS, 2007  
LIMPOPO BUSINESS REGISTRATION ACT, 2003 (ACT NO. 5 OF 2003)**

The Member of Executive Council responsible for business registration has under section 15(1) and (2) of the Limpopo Business Registration Act, 2003 (Act No. 5 of 2003), made the Regulations in the Schedule.

**SCHEDULE**

**1. Definitions**

In these regulations, any expression or word to which a meaning has been assigned in terms of section 1 of the Limpopo Business Registration Act, 2003 (Act No. 5 of 2003) retains that meaning and in addition, unless the context otherwise indicates –

**"appellant"** means a person who appeals against the decision of the Business Registration Centre in terms of Section 11 of the Act;

**"inspector"** means an inspector of Businesses appointed in terms of Regulation 4;

**"notice of appeal"** means the notice referred to in regulation 14;

**"Schedule"** means a schedule to these Regulations; and

**"the Act"** means the Limpopo Business Registration Act, 2003 (Act No. 5 of 2003);

**2. Composition of Business Registration Centre**

(1) Each Business Registration Centre consists of -

(a) a Chairperson;

- (b) a Deputy-chairperson;
- (c) two members; and
- (d) a departmental representative

- (2) A member of the Business Registration Centre must have qualifications and experience in law, business management or entrepreneurship.
- (3) A member of the Business Registration Centre shall hold office for a period not exceeding three years and may be removed from office by the MEC on the ground of misconduct, incapacity, incompetence or any valid reason.

### **3. Remuneration of member of Business Registration Centre**

If a member is not in the full time service of the State, he or she shall be entitled to such remuneration, including remuneration for transport and subsistence expenses, incurred by him or her in the carrying out of his or her functions in terms of the regulations as the MEC may determine.

### **4. Appointment of inspectors**

- (1) The manager of the Business Registration Centre shall in consultation with the Business Regulator appoint any suitable persons as inspectors.
- (2) An inspector shall be furnished with a certificate by the Business Regulator stating –
- (a) the appointment of such inspector of the Business Registration Centre concerned; and
  - (b) his or her the area of jurisdiction

### **5. Powers and functions of inspectors**

An inspector has powers as provided for in section 9 of the Act

**6. Application for registration of business**

- (1) A person who makes an application in terms of section 10 of the Act must submit the application in the original Form contained in Schedule 1 and information requested in the Form must be completed and submitted.
- (2) A Business Registration Centre may reject any application which does not comply with Sub regulation (1).

**7. Certificate of Registration**

- (1) A certificate of registration issued in terms of section 10(2) of the Act, must be in the format as contained in Schedule 2 (Form 1).
- (2) The Registration certificate will serve as proof of valid business registration with the Business Registration Centre.
- (3) The Business Registration Centre may on application and against payment of a prescribed fee issue a duplicate registration certificate in the format as contained in Schedule 2 (Form 2).
- (4) An application for a duplicate registration certificate referred to in sub-regulation (1) must—
  - (a) be in writing, indicating the following:
    - (i) the name of Business and the applicant, and
    - (ii) reasons requesting the issuing of a duplicate registration certificate.
  - (b) be accompanied by proof of payment of a fee set out in Schedule 3 (Form 1).
- (5) An application for the extension of a registration certificate in terms of section 10 (6) of the Act which has not been renewed shall be made in the format as contained in Schedule 2(Form 3).

**8. Payment of fees**

- (1) Fees contemplated in Section 10 (4) (c) of the Act shall be as set out in Schedule 3 (Form 1) and may be amended by the MEC from time to time by notice in the Government Gazette.
- (2) A receipt of payment of any fees or moneys paid must be in the format as contained in Schedule 3 (Form 2).
- (3) Proof of payment must be attached to the relevant Form.
- (4) All fees and moneys payable in terms of the Act and these Regulations must be paid to the Business Registration Centre before any application may be processed.

**9. Keeping of Register**

- (1) The register to be kept and maintained in terms of section 5(e) of the Act will take the format as contained in Schedule 4 to these Regulations.
- (2) The Business Registration Centre must keep the register up to date and shall from time to time make necessary alterations to reflect the current status of the registered businesses.
- (3) The details of the entry must be furnished by the business to the Business Registration Centre on a return in the original Form as contained in Schedule 4.
- (4) Every registered business which changes its name, address or any information required in the Form contained in Schedule 4 must notify the Business Registration Centre in writing within 21 days after such change took effect.
- (5) In the case where the business ceases to operate for whatever reason the owner must notify the Business Registration Centre in writing within 21 days after the business ceased to operate.

- (6) A Business Registration Centre may verify any or all of the information submitted by an applicant.
  
- (7) A person who submits incorrect information as required in the Form contained in Schedule 4 is guilty of an offence and liable on conviction to a fine or imprisonment not exceeding six months or to both such fine and imprisonment.

**10. Certificate of appointment**

- (1) A certificate of appointment of inspectors in terms of section 8(1) of the Act will take the format as contained in Schedule 5.
- (2) The certificate of appointment will be valid for a period not exceeding five years from the date of issue.
- (3) The Business Regulator may withdraw a certificate of appointment on any valid reason.

**11. Removal and impoundment of any goods, receptacle, vehicle or movable structure**

- (1) An inspector may, on reasonable suspicion that any goods, receptacle, vehicle or movable structure which he or she finds at a business premises is being used or intended to be used or has been used in or in connection with the carrying on of business which is restricted or prohibited in terms of the law and in his or her opinion, constitutes an infringement of the law, remove or impound such goods, receptacle, vehicle or movable structure.
  
- (2) The inspector must enter the particulars of any such goods, receptacle, vehicle or movable structure which have been removed or



impounded in the register in the form contained in Schedule 6 to be kept by the Business Registration Centre.

- (3) The register must at all reasonable times be kept open for inspection by any member of the public upon payment of a prescribed fee contained in Schedule 3 (form 1).
- (4) The expenses incurred in connection with the removal, impoundment and disposal shall be borne by the person from whom such items were removed or impounded.
- (5) The Business Regulator may dispose of the goods referred to in Regulation 11 (1)
- (6) The person in whose possession the goods referred to in Regulation 11 (1) were found may make representations before the goods are disposed of by the Business Regulator.

**12. Notice to appear in court**

- (1) A written notice to appear in court referred to in section 9(2) of the Act shall be issued in duplicate and in the format as contained in Schedule 7.
- (2) The copy of the written notice to appear shall be forwarded to the clerk of the court which has jurisdiction.

**13. Admission of guilt fine**

- (1) An admission of guilt fine in terms of section 9(2) of the Act shall be as set out in Schedule 3 (Form 1).
- (2) The written notice to appear in court referred to in Regulation 12 may stipulate that the admission of guilt fine shall be paid on or before a date stipulated on the notice to clerk of the court having jurisdiction.

- (3) A person who wishes to pay an admission of guilt fine shall surrender the written notice to the clerk of the court at the time of payment of the fine.

#### **14. Notice of appeal**

- (1) The appellant must deliver to the Limpopo Directorate of Business Registration a notice of appeal in the original Form contained in Schedule 8.
- (2) The notice of appeal must be accompanied by a fee set out in Schedule 3 (form 1).
- (3) The Limpopo Directorate of Business Registration must after receipt of notice of appeal –
  - (a) note the appeal in the register designed for that purpose;
  - (b) deliver a copy thereof to the Business Registration Centre concerned;
  - (c) inquire into such appeal and may request further or additional information, indicating the nature of the information required, as it may regard as necessary or desirable from any person, including the appellant;
  - (d) determine the date on which the appeal will be heard, such date to be not later than 30 days after the appeal has been lodged;
  - (e) in writing notify the appellant and the Business Registration Centre of the date referred to in Subregulation (3)(d) and invite both parties to be present at the hearing, if necessary, to submit oral or written arguments to the Limpopo Directorate of Business Registration should they wish to do so.
- (2) The appeal is regarded as lodged on the date that the Limpopo Directorate of Business Registration receives the notice of appeal.

- (3) A notice not containing the particulars referred to in Subregulation (1) or not accompanied by the fee referred to in Subregulation (2) shall be invalid.
- (4) The decision of the Limpopo Directorate of Business Registration shall be communicated in writing to the appellant within 21 days after finalisation of the appeal.

**15. Delivery and Service of notices**

- (1) All documents and notices must be delivered and served by the Business Regulator or a person duly authorised by the Business Regulator as follows:
  - (a) by personal delivery of a copy of the notice or document to the person;
  - (b) by delivery of the a copy of the notice at the place of residence of the person to be served or with a person in charge or who appears to be in charge of the premises at the time of delivery and who seems to be older than 16 years of age;
  - (c) by delivery of a copy of the notice at the place of employment of the person to be served to a person in authority or who appears to be in authority over the said person and seems to be older than 16 years of age;
  - (d) by delivery of a copy thereof at the address the person to be served has chosen;
  - (e) in the case of a company or close corporation by delivery of a copy to a person who is in charge or who appears to be in charge of the business at its registered office or its principal place of business or ,if none of the employees are willing to accept service ,by affixing a copy to the main door of such office or place of business;

- (f) by delivery of a copy thereof to an agent who is duly authorised in writing to accept service on behalf of the person to be served;
  - (g) where a partnership, firm or voluntary association is to be served-
    - (i) by leaving a copy thereof at the place of business of the partnership, firm or voluntary association with a person who is or who appears to be in charge of the premises at the time of delivery and who seems to be older than 16 years of age ;or
    - (ii) if such partnership, firm or voluntary association has no place of business at the time of service, by effecting service on a partner, the proprietor, the chairperson, the secretary of the committee or the managing body of the association, as the case may be.
  - (h) where the person to be served is a minor or a person without legal capacity, the notice must be served on that person's guardian, tutor, curator or caregiver.
- (2) The person who is being served with the notice must acknowledge receipt by signing for such document which will serve as a return of service.

## 16. Offences and Penalties

Any person who –

- (a) falsely holds himself or herself out to be an inspector;
- (b) refuses or fails to comply with any lawful demand by an inspector;
- (c) refuses or fails without just cause to answer any question which an inspector has put to him or her in the exercise of his or her powers;
- (d) makes a statement to an inspector which is false or misleading, knowing it to be false or misleading;
- (e) hinders or obstructs an inspector in the exercise, carrying out or performing of his or her powers, or functions; or
- (f) contravenes any of the provisions of the Act or Regulations;

shall be guilty of an offence and upon conviction liable to a fine  
or to imprisonment for a period not exceeding six months.

**17. Short title**

These Regulations are called the Limpopo Business Registration Regulations, 2007 and come into effect on the date the Act becomes operational.

**SCHEDULE 1*****Application for registration of business***

<i>N.B. Please write clearly in BLOCK letters</i>
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**A. GENERAL INFORMATION ON BUSINESS**

Name of business \_\_\_\_\_

Registration number \_\_\_\_\_ Date of incorporation \_\_\_\_\_

Tax number \_\_\_\_\_ Type of business \_\_\_\_\_

Number of members or shareholders \_\_\_\_\_ Number of employees \_\_\_\_\_

Main object of business \_\_\_\_\_  
\_\_\_\_\_

Business Code: \_\_\_\_\_

Business (physical) address \_\_\_\_\_

\_\_\_\_\_ Postal address \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

E-mail address \_\_\_\_\_

Date of end of financial year \_\_\_\_\_ Name and address of Accounting

Officer \_\_\_\_\_  
\_\_\_\_\_**B. PERSONAL INFORMATION OF APPLICANT**

Name of applicant: \_\_\_\_\_

I.D. No. \_\_\_\_\_ Sex  Male  Female

Position \_\_\_\_\_

Physical address \_\_\_\_\_

Postal address \_\_\_\_\_

Tel ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_ Cell \_\_\_\_\_

Are you a South African Citizen? Yes  No  If No, specify \_\_\_\_\_  
 and attach certified copy of Permit to conduct business in RSA

\_\_\_\_\_  
 Signature of applicant

\_\_\_\_\_  
 Date

<b>For Office use:</b>		
Attachments: _____		
_____		
Payment received: R _____	Date: _____	Receipt No. _____
Processed by: _____		Date: _____
_____	_____	_____
<b>Approved/Not approved</b>	<b>Date</b>	<b>Official Stamp</b>
<b>Comments / Reasons for disapproval / conditions imposed</b>		
-----		
-----		
-----		
Certificate No. _____		

**Printing specifications – To be obtained from the Business Registration Centre**

**SCHEDULE 2**

**Form 1**

***Certificate of Registration***

**LIMPOPO BUSINESS REGISTRATION CENTRE**

**Certificate of Registration of Business (Issued in terms of Section 10 of the Limpopo Business Registration Act, 2003 (Act No. 5 of 2003))**

**This is to certify that** \_\_\_\_\_

\_\_\_\_\_  
*(Name of business)*

with the main object of \_\_\_\_\_

\_\_\_\_\_ has been duly registered in terms of section 10 of the Limpopo Business Registration Act, 2003 (Act No. 5 of 2003) with \_\_\_\_\_ Business

*(Name of Centre)*

Registration Centre

Certificate No. \_\_\_\_\_

Expiry date \_\_\_\_\_

\_\_\_\_\_  
Business Registration Centre

\_\_\_\_\_  
Date



**Form 2**

*Duplicate* **Certificate of Registration**

**LIMPOPO BUSINESS REGISTRATION CENTRE**

**Duplicate Certificate of Registration of Business (Issued in terms of Section 10 of the Limpopo Business**

**Registration Act, 2003 (Act No. 5 of 2003))**

**This is to certify that**

\_\_\_\_\_   
*(Name of business)*

with the main object of \_\_\_\_\_   
 \_\_\_\_\_

has been duly registered in terms of section 10 of the Limpopo Business Registration Act, 2003 (Act No. 5 of 2003) with \_\_\_\_\_   
 Business

*(Name of Centre)*

Registration Centre

Certificate No. \_\_\_\_\_

Expiry date \_\_\_\_\_

\_\_\_\_\_   
 Business Registration Centre

\_\_\_\_\_   
 Date

**Form 3**

***Extension of Certificate of Registration***

**LIMPOPO BUSINESS REGISTRATION CENTRE**

**Extension of Certificate of Registration of Business**

**(Issued in terms of Section 10 of the Limpopo Business  
Registration Act, 2003 (Act No. 5 of 2003))**

**This is to certify that**

Certificate No. \_\_\_\_\_ for

\_\_\_\_\_

*(Names of business)*

has been extended for a period of \_\_\_\_ days from the date of its expiry  
\_\_\_\_\_ 200\_\_ to \_\_\_\_\_ 200\_\_ .

**Date of extension** \_\_\_\_\_

**Expiry date** \_\_\_\_\_

\_\_\_\_\_

Business Registration Centre

\_\_\_\_\_

Date

**Schedule 3****Form 1****Fees to be paid in terms of the Act and Regulations**

<b>CODE</b>	<b>TYPE OF BUSINESS</b>	<b>APPLICATION FEE</b>	<b>REGISTRATION FEE</b>	<b>ANNUAL RENEWAL FEE</b>
111	Growing of crops, market gardening and horticulture	R100 - 00	R200 - 00	R240 - 00
112	Farming of animals	R100 - 00	R200 - 00	R240 - 00
251	Stone quarrying, clay and sand-pits	R100 - 00	R200 - 00	R240 - 00
3	Manufacturing	R100 - 00	R300 - 00	R360 - 00
412	Manufacturer and distribution of gas	R100 - 00	R200 - 00	R240 - 00
50	Construction	R100 - 00	R300 - 00	R360 - 00
61	Wholesale: sells to public : sells to retailers : sells to both public and retailers	R100 - 00	R500 - 00 R500 - 00 R500 - 00	R600 - 00 R600 - 00 R600 - 00
621	General trade (General Dealer)	R100 - 00	R200 - 00	R240 - 00
622	Retail trade in food, beverages and tobacco in specialized stores	R100 - 00	R200 - 00	R240 - 00
623	Other retail trade in new goods in specialized stores	R100 - 00	R200 - 00	R240 - 00
624	Retail trade in second-hand goods in stores	R100 - 00	R200 - 00	R240 - 00
625	Retail trade not in stores	R100 - 00	R100 - 00	R120 - 00
626	Repair of personal and household goods	R100 - 00	R200 - 00	R240 - 00
631	Sale of motor vehicles	R100 - 00	R500 - 00	R600 - 00
632	Maintenance and repair of motor vehicles	R100 - 00	R200 - 00	R240 - 00
633	Sale of motor vehicle parts and accessories	R100 - 00	R200 - 00	R240 - 00
634	Sale, maintenance and repair of motor cycles and related parts and accessories	R100 - 00	R200 - 00	R240 - 00
635	Retail sale of automotive fuel	R100 - 00	R400 - 00	R480 - 00
641	Hotels accommodation camping sites and other provision of short-stay accommodation	R100 - 00	R400 - 00 R100 - 00 R300 - 00	R480 - 00 R120 - 00 R360 - 00

642	Restaurants, bars and canteens	R100 - 00	R200 - 00	R240 - 00
71	Land transport, transport via pipe lines	R100 - 00	R200 - 00	R240 - 00
72	Water transport	R100 - 00	R200 - 00	R240 - 00
73	Air transport	R100 - 00	R200 - 00	R240 - 00
741	Supporting and auxiliary transport services	R100 - 00	R400 - 00	R240 - 00
75	Post and Tele-communication	R100 - 00	R250 - 00	R240 - 00
81	Financial Intermediations	R100 - 00	R200 - 00	R240 - 00
84	Real Estate Activities	R100 - 00	R200 - 00	R480 - 00
85	Renting of machinery & Equipment	R100 - 00	R400 - 00	R300 - 00
86	Computer related activities	R100 - 00	R400 - 00	R240 - 00
87	Research & Development	R100 - 00	R200 - 00	R240 - 00
881	Legal, accounting, bookkeeping and auditing activities, tax consultants, market research & public opinion research, business & Management consultancy	R100 - 00	R200 - 00	R480 - 00
882	Architectural, Engineering and other Technical activities	R100 - 00	R200 - 00	R480 - 00
883	Advertising	R100 - 00	R200 - 00	R240 - 00
8891	Labor recruitment & provision of staff	R100 - 00	R200 - 00	R240 - 00
8892	Investigation and security activities	R100 - 00	R200 - 00	R240 - 00
8893	Building and Industrial Plant Cleaning Activities	R100 - 00	R200 - 00	R240 - 00
8894	Photographic activities	R100 - 00	R200 - 00	R240 - 00
8895	Packaging activities	R100 - 00	R200 - 00	R240 - 00
88991	Credit Rating Agency activities	R100 - 00	R200 - 00	R240 - 00
88992	Debt Collecting Agency activities	R100 - 00	R200 - 00	R240 - 00
88993	Stenographic, Duplicating, Addressing, Mailing list and Similar activities	R100 - 00	R200 - 00	R240 - 00
920	Educational services	R100 - 00	R200 - 00	R240 - 00
931	Human Health Activities	R100 - 00	R200 - 00	R240 - 00

932	Veterinary Activities	R100 – 00	R200 – 00	R240 - 00
933	Social Work Activities	R100 – 00	R200 – 00	R240 - 00
940	Sewage and Refuse Disposal, Sanitation & Similar activities	R100 – 00	R200 – 00	R240 - 00
951	Activities of Business, Employers and Professional Organizations	R100 – 00	R200 – 00	R240 - 00
96	Recreational, Cultural & Sporting Activities	R100 – 00	R200 – 00	R240 - 00
961	Motion Picture, Radio, Television and other Entertainment Activities	R100 – 00	R400 – 00	R480 - 00
962	News Agency Activities	R100 – 00	R200 – 00	R240 - 00
963	Library, Archives, Museums and other cultural activities	R100 - 00 R100 – 00	R150 – 00	R180 - 00
9901	Washing and Dry-cleaning of textiles and fur products	R100 – 00	R150 – 00	R180 - 00
9902	Hair-Dressing and other Beauty Treatment	R100 – 00	R200 – 00	R240 - 00
9903	Funeral and related activities	R100 – 00	R400 – 00	R480 00
02	Exterritorial organizations	R100 – 00	R200 – 00	R240 - 00

**Other fees**

001	Inspection fee for document/s	R100 – 00
002	Admission of Guilt Fine	R1000 – 00
003	Extension of certificate of registration	R100 – 00
004	Application fee for notice to appeal	R100 – 00
005	Application fee for duplicate	R100 – 00
006	Revenue raised in connection with impoundment of good	To be determined by the Business Regulator
007	Revenue raised in connection with impoundment of goods expenses	To be determined by the Business Regulator

**Form 2**

***Receipt of payment***

*Name and Contact details of Business Registration Centre*

Receipt No. \_\_\_\_\_ Date \_\_\_\_\_

Amount received \_\_\_\_\_ in respect of payment for

\_\_\_\_\_

\_\_\_\_\_

—

Received \_\_\_\_\_ from

\_\_\_\_\_

Received \_\_\_\_\_ by

\_\_\_\_\_

\_\_\_\_\_

—

***Printing specifications – To be obtained from the Business Registration Centre***

**SCHEDULE 4**

**Register of businesses**

*N.B. Please write clearly in BLOCK letters*

Full registered names of applicant: \_\_\_\_\_

Gender:        M F            Age: \_\_\_\_\_ Qualifications: \_\_\_\_\_

No. of employee: \_\_\_\_\_ M\_\_\_\_ Age F\_\_\_\_ Age

Type of ownership (CC/ Company/ Partnership/ Sole proprietor)

Date of incorporation: \_\_\_\_\_ No. \_\_\_\_\_

Date of end financial year: \_\_\_\_\_ Name and Address of

Accounting officer \_\_\_\_\_

Tax No. \_\_\_\_\_

Trading as : \_\_\_\_\_

Main object of business \_\_\_\_\_

\_\_\_\_\_ Code \_\_\_\_\_

Premises leased/ rented / owned    owner: \_\_\_\_\_

No. of branches orr outlets within Limpopo \_\_\_\_\_ Areas \_\_\_\_\_

Business (physical) address \_\_\_\_\_

Business postal address \_\_\_\_\_

Telephone (    ) \_\_\_\_\_ Fax (    ) \_\_\_\_\_

E-mail address \_\_\_\_\_

Names of manager(s) 1. \_\_\_\_\_

2. \_\_\_\_\_

**Printing specifications – To be obtained from the Business Registration Centre**

**SCHEDULE 5*****Certificate of appointment as Business Inspector*****LIMPOPO BUSINESS REGISTRATION CENTRE****Certificate of Appointment as Inspector**

(Issued in terms of Section 8(1) of Limpopo Business  
Registration  
Act, 2003 (Act No. 5 of 2003))

**This is to certify that**

\_\_\_\_\_  
(Names and Surname)

\_\_\_\_\_  
(Identity number)

has been duly appointed as Inspector in terms of section 8 of the Limpopo Business  
Registration Act, 2003 (Act No. 5 of 2003 ) in respect of

\_\_\_\_\_ Business Registration Centre

(Name of Centre)

for the area of jurisdiction of \_\_\_\_\_

Effective date: \_\_\_\_\_

\_\_\_\_\_  
Business Registration Centre

\_\_\_\_\_  
Date

\_\_\_\_\_  
Business

\_\_\_\_\_  
Regulator



**SCHEDULE 6**

**Register for removed or impounded goods, receptacle, vehicle or movable structure**

*N.B. Please write clearly in BLOCK letters*

Name \_\_\_\_\_ of  
business \_\_\_\_\_

Main \_\_\_\_\_ object \_\_\_\_\_ of \_\_\_\_\_ business

\_\_\_\_\_

Business \_\_\_\_\_ (physical) \_\_\_\_\_ address

\_\_\_\_\_ Postal \_\_\_\_\_ address

\_\_\_\_\_

**Description of items removed or impounded:**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

Registration Centre where the items are to be kept

\_\_\_\_\_ Name of Inspector

\_\_\_\_\_ Telephone No.

\_\_\_\_\_ Date of removal or impoundment

\_\_\_\_\_

\_\_\_\_\_

Inspector

\_\_\_\_\_

Date

\_\_\_\_\_

***Printing specifications – To be obtained from the Business Registration Centre***

**SCHEDULE 7**

*Written notice to appear in court*

Written notice to appear in court (issued in terms s9 (2) of the Limpopo Business Registration Act, 2003)

<b>Section A</b>	<p style="text-align: right;">Names</p> <p>Surname _____</p> <p>Identity No. _____ Sex <input type="checkbox"/> Male <input type="checkbox"/> Female Age _____ yrs</p> <p>Address _____</p> <p>Tel./Cell No. _____</p>
<b>Section B</b>	<p>Name _____ of _____ business</p> <p>Address _____</p> <p>_____</p> <p>_____</p> <p style="text-align: right;">Registration _____ No. _____</p> <p>Tel. _____</p>
<b>Section C</b>	<p><b>You are hereby called upon in terms of S9(2) of the Limpopo Business Registration Act, 2003 (Act No. 5 of 2003) to appear before the court on the date of trial mentioned below at 09h00 and to remain in attendance there to answer a charge(s) of contravening -</b></p>

Charge 1:

Charge 2:

Charge 3:

or such other charge(s) as the Prosecutor may bring in against you on the grounds that upon or

about the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, at

\_\_\_\_\_

You

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<b>Section D</b>	<b>Date and place where you are personally to appear in court</b>		
<b>Date of trial</b>	Day	Month	Year
<b>Place</b>			
<b>Court</b>			

<b>Section E</b>	<b>Date and place where admission of guilt fine may be paid to avoid appearance in court</b>		
Admission of guilt fine of	Charge 1	R	Day
			Month
			Year
	Charge 2	R	
	Charge 3	R	

may be paid on or

before

at any Business Registration Centre for the District of

**Section F**

This serves to confirm that the original hereof was today handed to the abovementioned  
 accused  
 personally and the importance thereof was explained to him or her by -

Name                      and                      Surname                      of                      Inspector

\_\_\_\_\_

Signature \_\_\_\_\_ Place \_\_\_\_\_ Date \_\_\_\_\_  
 Time \_\_\_\_\_

**SCHEDULE 8**

***Notice of Appeal***

Name \_\_\_\_\_ of \_\_\_\_\_ Business \_\_\_\_\_

Certificate No. (if any) \_\_\_\_\_

Name \_\_\_\_\_ of \_\_\_\_\_

Appellant \_\_\_\_\_

Postal \_\_\_\_\_ address \_\_\_\_\_

Tel ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_ Cell \_\_\_\_\_

Name and area of the Business Registration Centre: \_\_\_\_\_

Date on which decision was communicated to appellant \_\_\_\_\_ (Please attach copy of decision)

**Grounds of Appeal**

My grounds of appeal are in relation to-

(a) \_\_\_\_\_ as set out in annexure hereto marked "A"

(b) \_\_\_\_\_ as set out in annexure hereto marked "B"

**Decision sought from the Limpopo Directorate of Business Registration:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_







