



NKURENKURU TOWN COUNCIL

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APPLICATION FORM FOR REGISTRATION AS FORMAL/INFORMAL TRADER

- Nature of application: Formal Trader
 Informal Trader
 Renewal of a registration certificate
 Duplicate registration certificate
 Temporary registration certificate

Name of Applicant: _____

Physical Address: _____

Postal Address: _____

Identification Number (ID): _____

Nationality: _____

Tel: _____ Cell: _____

Fax: _____ E-mail: _____

Type of Good to be sold: _____

The Period for trading: _____

Areas of trading : _____

Signature _____ Date _____

For Office Use

Received by: _____

Date: _____

Amount N\$: _____

Receipt No. _____

Date: _____

Processed by: _____

Date: _____

Allocated

Trading
Area. _____

Not Allocated

CRITERIA FOR ALLOCATION OF TRADING PERMIT

Criterion:

1. A trader or applicant must be a Namibian citizen,
2. Should possess a Namibian ID or any other Namibian identity for identification,
3. Only one trading spot will be allocated per trader in a given area,
4. Stalls or stands will first be allocated to Nkurenkuru residents, secondly Kavango West residents and finally to traders from other regions within the borders of our country,
5. The trader should not be engaged in any full-time job,
6. Only one bay/trading point to be issued per household,
7. The permit is valid for 12 months period and subject for renewal.

The Council will reserve the right to withdraw summarily the allocation of the permit if Rules and Regulations are not adhered to:

Rules and Regulations:

- ✚ Failure to update information when required,
- ✚ Rent or sell to a third party without the council's approval,
- ✚ Ensure cleanliness of the place, avoid any obstruction to traffic and pedestrians,
- ✚ Pay the prescribed amount of **N\$30.00 per month** which is **N\$360.00 per annum** for trading license,
- ✚ A trader has willfully supplied incorrect information related to permit conditions,
- ✚ In case of where foods are prepared, the trader must be in possession of the required certificate from the Local Health Inspector,
- ✚ No trader will be permitted to carry on such business in a manner, which creates a nuisance, is a threat or danger to public health and safety, or damages or defaces any Council's property,
- ✚ Any criminal acts will be dealt with through the appropriate criminal procedures,
- ✚ Recording every visitor at the entrance, entrance time and exit,
- ✚ Stalls or stands not operating for three (3) consecutive months period without valid reasons will be removed,
- ✚ All traders are required to clean the open market weekly on every Monday and Thursday and clean their premises or trading stands/stalls daily before opening.