

(19 December 2012 – to date)

## **PETROLEUM PRODUCTS ACT 120 OF 1977**

*Government Notice 1362 in Government Gazette 5672, dated 29 July 1977. Commencement date:  
16 September 1977. [Proc. 222, Gazette No. 5739, dated 23 September 1977].*

## **REGULATIONS REGARDING PETROLEUM PRODUCTS WHOLESALE LICENCES**

*Government Notice R287 in Government Gazette 28665, dated 27 March 2006. Commencement date:  
27 March 2006.*

**as amended by:**

*Government Notice R1062 in Government Gazette 35984, dated 19 December 2012. Commencement date:  
19 December 2012.*

The Minister of Minerals and Energy has under sections 2A, 2C, 2E, 2F and 12C of the Petroleum Products Act, 1997 (Act No. 120 of 1977) made the Regulations in the Schedule.

## **ARRANGEMENT OF REGULATIONS**

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Prepared by:

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ANNEXURE A: FORMS

ANNEXURE B: LICENCE FEES

## 1. Definitions

In these Regulations any word or expression to which a meaning has been assigned in the Act shall have the meaning so assigned and unless the context indicates otherwise-

**"bulk"** means 1500 litres or more, per transaction of petroleum products;

**"certified copy"** means a photocopy of an original document that has been-

- (a) attested as a true copy of the original and is marked with the words "original seen" or "true copy of original document"; and
- (b) signed and stamped by a commissioner of oaths contemplated in the Justices of the Peace and Commissioners of Oaths Act, 1963 (Act No. 16 of 1963);

**"competent authority or person"** means the relevant authority or person in terms of the applicable law;

**"Controller"** means the Controller of Petroleum Products contemplated in Section 3(1) of the Act;

**"declaration"** means an affidavit, affirmation or solemn or attested declaration made before a Commissioner of Oaths contemplated in the Justices of the Peace and Commissioners of Oaths Act, 1963 (Act No. 16 of 1963);

**"petroleum products"** means, in these Regulations, aviation gasoline, biofuels, diesel, jet fuel, liquefied petroleum gas, paraffin and petrol;

**"the Act"** means the Petroleum Products Act, 1977 (Act No. 120 of 1977);

**"temporary licence"** means a licence issued under section 2B(5) of the Act;

**"the Amendment Acts"** means the Petroleum Products Amendment Act, 2003 (Act No. 58 of 2003), and the Petroleum Products Amendment Act, 2005 (Act No. 2 of 2005);

**"training"** means learnerships contemplated in Section 16 of the Skills Development Act, 1998 (Act No. 97 of 1998) and **"trained"** has a corresponding meaning.

## **2. Scope of regulation**

These Regulations apply to wholesale licences.

## **3. Lodging of wholesale licence application**

An applicant for a wholesale licence, must-

- (a) complete an application form in the form contained in Annexure A; and
- (b) lodge that application with the Controller together with the documents specified in regulation 15(1).

## **4. Notice of application for wholesale licence**

- (1) When an application for a licence contemplated in regulation 3 is accepted, an applicant in respect of whom section 2D of the Act is not applicable, must have a notice of the application published in a prominent manner, in at least two of the most popular national newspapers in two official languages, one of which must be English.
- (2) The notice contemplated in subregulation (1) must state-
  - (a) the name of the applicant;
  - (b) the application number issued by the Controller upon acceptance of the application;
  - (c) the purpose of the application;
  - (d) the place where the application will be available for inspection by any member of the public;
  - (e) the period within which any objection to the issuing of the licence may be lodged with the Controller; and
  - (f) the address of the Controller where objections may be lodged.

- (3) The place contemplated in subregulation (2)(d) must be the physical address of the Controller's office where the application was lodged.
- (4) The period contemplated in subregulation (2)(e) must be at least 20 working days from the date of publication of the notice.
- (5) Proof of the publication of the notice of application contemplated in subregulation (1) must be submitted to the Controller.

## **5. Acceptance of wholesale licence application**

Before accepting a wholesale licence application, the Controller must be satisfied that-

- (a) the applicant is the owner of the business;
- (b) the application form has been completed in full; and
- (c) all the documents specified in regulation 15(1) have been submitted with the application form.

## **6. Evaluation of a wholesale licence application**

- (1) In evaluating an application for a wholesale licence, the Controller must, subject to subregulation (2), verify that-
  - (a) the information and the documents submitted with the application form are true and correct; and
  - (b) the notice contemplated in regulation 4(1) was published
- (2) In the case of an application for a wholesale licence made by a person in respect of whom section 2D of the Act is not applicable, the Controller must be satisfied that the wholesaling business will-
  - (a) promote the licensing objectives stipulated in section 2B(2) of the Act; and
  - (b) be economically viable.

## **7. Proof of payment of levies**

An applicant for a wholesale licence in respect of whom section 2D of the Act is applicable, must provide proof of payment of any levies due in terms of the Central Energy Fund Act, 1977 (Act No. 38 of 1977), which include Road Accident Fund, IP Tracer and Equalisation Fund.

## **8. Procedure for issuing wholesale licence**

Prepared by:

The Controller must, if satisfied that an application for a wholesale licence meets the requirements of the Act and these Regulations-

- (a) inform the applicant that the application has been successful;
- (b) require the applicant to, within the period determined by the Controller-
  - (i) pay the relevant licence fee determined in Annexure B into the relevant regional bank account; and
  - (ii) submit the documents contemplated in regulation 16; and

issue the wholesale licence upon receipt of the documentation contemplated in paragraph b(ii).

## **9. Particulars to be included in wholesale licence**

A wholesale licence must include-

- (a) the name of the licensee;
- (b) the licence number;
- (c) the identity number or company registration number of the licensee;
- (d) the business address of the licensee;
- (e) each type of petroleum product the licensee is licensed to wholesale;
- (f) the date of issue of the licence;
- (g) the conditions of the licence; and
- (h) the Controller's signature.

## **10. Environmental rehabilitation**

- (1) An environmental management plan, approved by a competent authority or person, contemplated in regulation 16(b)(i) must include-
  - (a) details of-

- (i) the authority or person who prepared the environmental management plan; and
- (ii) the expertise of that authority or person who prepared the environmental management plan;
- (b) a description of the environment likely to be affected by the proposed wholesaling activity;
- (c) an assessment of the potential impacts of the proposed wholesaling activity on the environment, socio-economic conditions and cultural heritage, if any;
- (d) a summary of the assessment of the significance of the potential impacts, the proposed mitigation and management measures to minimise adverse impacts;
- (e) a financial provision which must include-
  - (i) details of the method providing for the financial provision contemplated in regulation 11(1); and
  - (ii) the determination of the quantum of the financial provision contemplated in regulation 11(3);
- (f) planned monitoring and performance assessment of the environmental management plan;
- (g) closure and environmental objectives;
- (h) a record of public participation undertaken and the results thereof; and
- (i) an undertaking by the applicant to execute the environmental management plan.

## **11. Financial Security for Rehabilitation**

- (1) Financial provision required in terms of regulation 10(1)(e) to achieve the total quantum for the rehabilitation, management and remediation of negative environmental impacts must be provided for by one or more of the following methods:
  - (a) An approved contribution to a trust which must be in the format approved by the Controller from time to time;
  - (b) a financial guarantee from a South African registered bank or any other bank or financial institution approved by the Controller guaranteeing the financial provision relating to the environmental management plan in the format approved by the Controller from time to time;

- (c) a deposit into a bank account specified by the Controller in the format approved by the Controller from time to time; or
  - (d) any other method that the Controller may approve.
- (2) In the case of subregulation (1)(c), proof of payment must be submitted to the Controller prior to the acceptance of the environmental management plan.
- (3) The quantum of the financial provision must be determined in consultation with a competent authority or person and must include a detailed provision for costs that could be incurred in the event of-
  - (a) premature closure regarding-
    - (i) the rehabilitation of the land;
    - (ii) the prevention and management of pollution of the atmosphere;
    - (iii) the prevention and management of pollution of water and the soil; and
    - (iv) the prevention of spillage and leakage, into the ground, of chemical substances associated with wholesaling activities;
  - (b) decommissioning and final closure of the operation; and
  - (c) post-closure management of residual and latent environmental impacts.
- (4) The holder of a wholesale licence must annually update and review the quantum of the financial provision-
  - (a) in consultation with a competent authority or person;
  - (b) as required in terms of the approved environmental management plan; or
  - (c) as requested by the Controller.
- (5) Any inadequacy with regard to the financial provision must be rectified by the licensee-
  - (a) in an amendment of the environmental management plan, as the case may be; or
  - (b) as determined by the Controller.

## **12. General conditions with regard to wholesale licence**

Prepared by:

- (1) A licensed wholesaling activity must remain a going concern.
- (2) A licensed wholesaler must-
  - (a) purchase petroleum products only in bulk from other licensed wholesalers or licensed manufacturers, except in the case of importation of petroleum products;
  - (b) in the case of petroleum product sold in the Republic of South Africa, except in the case of liquefied petroleum gas and paraffin, only sell in bulk to-
    - (i) licensed manufacturers;
    - (ii) licensed wholesalers;
    - (iii) licensed retailers; or
    - (iv) end consumers for own consumption;
  - (c) not, except in the case of liquefied petroleum gas and paraffin, make use of a business practice, method of trading, agreement, arrangement, scheme or understanding which would result in a licensed wholesaler holding a retail licence except for training purpose;
- (3) A licensed wholesaler must-
  - (a) obtain an undertaking signed by the consumer that the petroleum products purchased from that wholesaler are for own consumption;
  - (b) comply with the Charter;
  - (c) submit the information set out in regulation 17;
  - (d) if so instructed, submit to the Controller on a date and in the manner specified in the instruction-
    - (i) information necessary for the regulation of prices of petroleum products;
    - (ii) data on petroleum products, purchased or sold and petroleum products stock levels during the period specified in the instruction;
    - (iii) information relating to progress in complying with the objectives of the Charter; and
    - (iv) any other information which might be required for regulatory purposes;



- (e) keep minimum working stock levels in compliance with applicable regulations;
  - (f) pay the annual licence fee determined in Annexure B before the anniversary of the licence;
  - (g) allow any person authorised by the Controller in accordance with the Act access to the premises where wholesaling is conducted for the purposes of inspections or conducting an investigation;
  - (h) at all times comply-
    - (i) with the Act and these Regulations; and
    - (ii) carry out legitimate instructions from the Controller; and
  - (i) inform the Controller in writing of any change of address or telephone number within 30 days of the relevant change taking effect.
- (4) A wholesale licence, or a certified copy thereof, must be prominently displayed at the place of business, where any person entering the place of business may read it; and
- (5) Any licence issued in terms of these Regulations-
- (a) remains the property of the Department of Energy;  
*(Regulation 12(5)(a) substituted by regulation 2 of GNR 1062 of 2012)*
  - (b) may be cancelled or suspended at any time subject to Regulation 20.
  - (c) may not be tempered with or defaced in any manner;
  - (d) may not be altered in any manner; and
  - (e) is not transferable.

### **13. Temporary wholesale licence**

- (1) A temporary wholesale licence may be issued only in respect of a licensed wholesaling activity upon the payment, by the applicant, of the temporary wholesale licence fee determined in Annexure B into the relevant regional bank account.
- (2) An application for a temporary wholesale licence must be made to the Controller on an application form in the form contained in Annexure A and must-

- (a) be in writing;
  - (b) only be in respect of a licensed wholesaling activity;
  - (c) include proof of hardship that would result if the licensed activity ceased to be licensed;
  - (d) be accompanied by a certified copy of the original licence certificate;
  - (e) be accompanied by a certified copy of the applicant's identity document if the applicant is a natural person; and
  - (f) be accompanied by a certified copy of the business entity's registration documents.
- (3) The Controller may set special conditions for a temporary wholesale licence according to the circumstances presented in the application contemplated in subregulation (2).

#### **14. Amendment of wholesale licence**

- (1) A licensed wholesaler may apply, in writing, to the Controller for a licence to be amended by-
- (a) specifying the amendment sought; and
  - (b) providing reasons for seeking such an amendment.
- (2) The Controller must consider the request contemplated in subregulation (1) and may issue an amended licence: Provided that-
- (a) the amendment will not affect any rights, debts, liabilities or obligations of the licensee, nor render defective any legal proceedings by or against the licensee, and any legal proceedings that could have been continued or commenced by or against the licensed wholesaler prior to such change; and
  - (b) the applicant has paid the amendment licence fee determined in Annexure B.

#### **15. Documents *[sic]* to be submitted in support of wholesale licence application**

- (1) An applicant for a wholesale licence must submit-
- (a) a certified copy of the applicant's identity document if the applicant is a natural person and, in the case of a non-South African citizen, a permanent residence permit or employment permit and proof of residence in South Africa, or proof of domicile in South Africa, as the case may be;

- (b) certified copy of the business entity's registration documents, if the applicant is a corporate entity or a trust;
  - (c) a declaration by applicant stating that the applicant is in compliance with the Charter or a statement of the applicant's plans to meet the requirements of the Charter;
  - (d) a declaration by an applicant in respect of whom section 2D of the Act is applicable, stating that the applicant is in compliance with the Act, these Regulations and all other national, provincial and local government laws applicable for the operation of the activity concerned that are in force at the time the application is made.
  - (e) a list of all storage and distribution facilities intended to be used, including shared storage and distribution facilities, with specific reference to-
    - (i) the location;
    - (ii) the capacity;
    - (iii) the ownership, including the ownership of the land on which the storage facilities are situated, and, in the case of shared ownership, the basis of sharing; and
    - (iv) the names of other wholesalers sharing the same facilities.
- (2) The information required in terms of subregulation (1)(e) must be provided in respect of the different petroleum products which are to be stored.

#### **16. Documentation to be submitted to Controller upon successful application**

When an application has been successful, and upon request from the Controller, the applicant must-

- (a) submit proof of payment of the relevant licence fee determined in Annexure B to the Controller; and
- (b) in the case of a person in respect of whom section 2D of the Act is not applicable-
  - (i) submit an environmental management plan; and
  - (ii) provide proof of financial provision for the purposes of rehabilitation of the environment affected by the wholesaling activities upon cessation of such activities.

#### **17. Information to be submitted annually to Controller by licensed wholesaler**

A licensed wholesaler must submit to the Controller, in the form contained in Annexure A, not later than the end of February of each year, the following information in respect of the preceding calendar year:

- (a) A declaration that the ownership of the licensed activity has not changed;
- (c) the volumes of each type of petroleum product purchased and sold within the Republic of South Africa;  
*(Publisher's Note: Numbering as published in the Government Gazette)*
- (d) the volumes of each type of petroleum product purchased and sold outside the Republic of South Africa;
- (e) the number of employees distinguished by race, gender and disability;
- (f) information necessary for the regulation of prices of petroleum products;
- (g) progress and an updated plan in respect of compliance with the objectives of the Charter; and
- (h) with regard to training of persons in the employ of the licensed wholesaler, a report on-
  - (i) the number of them trained in general; and
  - (ii) the number and title of qualifications obtained by them which are accredited by the South African Qualifications Authority established in terms of the National Qualifications Framework Act, 1995 (Act No. 58 of 1995).

## **18. Application for duplicate wholesale licence**

- (1) When a wholesale licence has been lost, damaged or destroyed the licensed wholesaler must apply to the Controller for a duplicate thereof;
- (2) An application contemplated in subregulation (1) must be accompanied by-
  - (a) an affidavit stating the reason or reasons for the application;
  - (b) a certified copy of the applicant's identity document if the applicant is an individual;
  - (c) a certified copy of the business entity's registration documents, if the applicant is a corporate entity, trust or association;
  - (d) the licence number of the licence that has been lost, damaged or destroyed; and

- (e) proof of payment of the duplicate licence fee determined in Annexure B.

## **19. Surrender of licence**

A licensed wholesaler may, at any time, by written notice surrender a licence to the Controller.

## **20. Suspension and cancellation of licence**

- (1) If a licensed wholesaler fails to comply with any provision of the Act or these Regulations, or any condition of a licence, or contravenes any such provision or condition, the Controller may, notwithstanding any other penalty, which may be imposed under the Act or any other law, and subject to subregulation (2), suspend or cancel the licence.
- (2) The Controller may not suspend or cancel a licence unless -
  - (a) the licensed wholesaler has been informed in writing of the intention to cancel or suspend such licence-
    - (i) setting out the particulars of the alleged failure or contravention; and
    - (ii) calling upon the licensed wholesaler to make the representations to the Controller that may be necessary within 30 days after the date of that notice.
  - (b) The Controller has considered-
    - (i) steps taken by the licensed wholesaler to remedy the alleged failure or contravention concerned or to prevent any such failure or contravention from being repeated; and
    - (ii) any other relevant matter submitted by way of the representations contemplated in paragraph (a)(ii).

## **21. Termination of licence**

- (1) A licence ceases to be valid if -
  - (a) the licence is surrendered to the Controller;
  - (b) the licence is cancelled by the Controller in accordance with regulation 20(2); or
  - (c) the licensed activity is no longer a going concern.

- (2) If a licence has ceased to be valid, the licensed wholesaler must surrender the licence to the Controller within a period of 14 days, from the date of receipt of the notification in which the licensed wholesaler is informed that the licence is no longer valid.

## **22. Decision-making by Controller**

The Controller must make any decision required to be made by the Controller in these Regulations, within a period of 90 days: Provided that-

- (1) in the case of an application for a licence by an applicant in respect of whom section 2D of the Act is applicable, the period commences from the date of acceptance of the application;
- (2) in the case of an application for a licence by an applicant in respect of whom section 2D of the Act is not applicable, the period must commence from the date of receipt of proof of publication of the notice as contemplated in regulation 4(5); and
- (3) in the first six months after the commencement of these Regulations, the period is 250 days.

## **23. Refusal to issue licence**

If the Controller declines to issue any licence that may be issued under these Regulations, the applicant must be informed in writing, with reasons, of that decision.

## **24. Appeals**

The period contemplated in section 12A(3) of the Act is 90 days

## **25. False declarations**

The Controller may revoke or amend any decision or the award of any licence that was influenced by a false declaration, including any material nondisclosure, in accordance with regulation 20(2).

## **26. Additional information**

The Controller may request the additional information from an applicant that may be necessary to enable the Controller to make a decision regarding the issuing of a licence.

27. The Controller may request additional information from a licensee that may be necessary for regulatory purposes.

## **28. Publication of data by Controller**

The Controller must, not later than 12 months after the commencement of the Amendment Acts, and thereafter the end of June and December of each year, within 30 days of the end of those months, publish data on-

- (a) the number of valid wholesale licences;
- (b) the number of valid wholesale licences held by historically disadvantaged South Africans;
- (c) the number of wholesale licences issued in the calendar year concerned;
- (d) the number of lapsed wholesale licences in the calendar year concerned; and
- (e) the licence numbers of all valid licences.

#### **ANNEXURE A: FORMS**

*(Annexure A substituted by regulation 3 of GNR 1062 of 2012)*

## APPLICATION FOR WHOLESALE LICENCE

PETROLEUM PRODUCTS ACT 120 OF 1977 AS AMENDED - PETROLEUM PRODUCTS WHOLESALE LICENCE REGULATIONS 2006

### INSTRUCTIONS

- INSTRUCTIONS**
1. READ REGULATIONS BEFORE COMPLETING THIS APPLICATION FORM.
  2. USE CAPITAL LETTERS AND WHERE APPLICABLE MARK WITH A ☒.
  3. INDICATE IF APPLICATION IS FOR AN EXISTING OPERATION (CONVERSION LICENCE) OR A NEW OPERATION APPLICATION (NEW LICENCE)

☐ CONVERSION LICENCE☐ NEW LICENCE

## OFFICIAL USE ONLY

WHOLESALE LICENCE NUMBER

	/				/				
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## SECTION 1: APPLICANT'S DETAILS

REGISTERED  
NAME  
IN FULL

[illegible]

TRADE NAME  
IN FULL

[illegible]

POSTAL  
ADDRESS OF  
REGISTERED  
OFFICE

[illegible]

POSTAL CODE

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PHYSICAL  
ADDRESS OF  
REGISTERED  
OFFICE[illegible]

POSTAL CODE


BUSINESS  
TEL NO.  
(INCLUDE  
CODE)

[illegible]FAX NO.  
(BUSINESS)[illegible]MOBILE  
PHONE  
NUMBER[illegible][illegible]



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MUNICIPAL  
AREA/LOCAL  
AUTHORITY[illegible]

INDICATE PROVINCE WHERE THE WHOLESALING ACTIVITIES ARE/WILL BE CARRIED OUT

☐ EASTERN CAPE    ☐ FREE STATE    ☐ GAUTENG    ☐ KWAZULU-NATAL☐ LIMPOPO    ☐ MPUMALANGA    ☐ NORTHERN CAPE    ☐ NORTH WEST☐ WESTERN CAPE

SECTION 3: VOLUMES SOLD BY APPLICANT  
VOLUMES (LITRES) SOLD IN LAST CALENDAR YEAR.  
(For wholesaling operations that existed before 31 March 2006)

## PETROL

1	2	3	4	5	6	7	8	9	10
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DIESEL

[illegible]ILLUMINATING  
PARAFFIN[illegible]

AVIATION  
GASOLINE

[illegible]LIQUIFIED  
PETROLEUM  
GAS[illegible]

JET FUEL

[illegible]

BIOFUELS

[illegible]

**DOCUMENTS TO BE ATTACHED WITH THE APPLICATION FOR A WHOLESALE LICENCE**

1. A certified copy of the applicant's identity document, if the applicant is a natural person, and in the case of a non- South African citizen, permanent residence permit or employment permit and proof of residence in South Africa, or proof of domicile in South Africa, as the case may be.

OR

a certified copy of the business entity's registration documents, if the applicant is a corporate entity or a trust.

2. A declaration by the applicant stating that the applicant is in compliance with the Charter or a statement of its plans to meet the requirements of the Charter.

3. A declaration by the applicant, who qualifies in terms of Section 2D of the Act, that the applicant is in compliance with all national, provincial and local government legal requirements applicable for the operation of the activity concerned that are in force at the time the application is made.

4. A list of all storage and distribution facilities intended to be used, including shared storage and distribution facilities, with specific reference to-
  - a. the location;
  - b. the capacity;
  - c. the ownership, including the ownership of the land on which the storage facilities are situated, and, in the case of shared ownership, the basis of sharing; and
  - d. the names of other wholesalers sharing the same facilities.

The information required in terms of attachment number 5 must be provided in respect of the different prescribed petroleum products which are to be stored.

5. If necessary, the original or certified copy of a declaration by the applicant giving reasons why any attachment required is not provided.

## DECLARATION

I (full names).....hereby declare  
that all information provided herein is within my personal knowledge and that-

- a) I am duly authorised to make this declaration;
- b) I am the designated person responsible for this licence and any conditions attached thereto;
- c) I have read and understood the regulations related hereto, with specific reference to Regulation 25 regarding any false declaration; and
- d) all information provided herein is to the best of my knowledge true and correct.

Signed at.....(place) on this..... day of.....(month)

..... (year)

.....  
Signature

I certify that the deponent-

- (a) has acknowledged that he/she knows and understands the contents of this application form and its annexures, that he/she has no objection to taking the prescribed oath and that he/she considers the oath binding on his/her conscience; and
- (b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at  
..... (place) on this .....day of  
.....(month).....(year).

\_\_\_\_\_  
**COMMISSIONER OF OATHS**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Capacity: \_\_\_\_\_

v

**NOTE:** If this application form is completed electronically it must be printed out, signed before a Commissioner of Oaths and submitted with the necessary supporting documents and submitted to the appropriate regional office using the relevant address, mentioned below.

<b><u>Gauteng</u></b> Private Bag X96 Pretoria 0001 (012) 406 8000  <b><u>Physical Address</u></b> Corner Paul Kruger & Visagie Visagie Street, 192 Pretoria 0001	<b><u>Western Cape</u></b> Private Bag X9 Roggebaai 8012 (021) 418 3724  <b><u>Physical Address</u></b> 34 The Terraces Building Riebeeck & Bree Streets Cape Town 8001	<b><u>Kwazulu- Natal</u></b> Private Bag X54307 Durban 4000 (031) 335 9647/ 9638  <b><u>Physical Address</u></b> Durban Bay House (3 <sup>rd</sup> floor) Anton Lembede street, 333 Durban 4000
<b><u>Eastern Cape</u></b> Private Bag X6013 Port Elizabeth 6000 (041) 396 3914	<b><u>Free State</u></b> Private Bag X3658 Welkom 9463 (057) 391 1300	<b><u>Mpumalanga</u></b> Private Bag X7297 Witbank 1035 (013) 653 0500
<b><u>Physical Address</u></b> 690 Crispin Hall Cnr Mount and Diaz Road Port Elizabeth 6000	<b><u>Physical Address</u></b> The Strip Building Stateway & Bok Street, 314 Welkom 9460	<b><u>Physical Address</u></b> Province Building Cnr Paul Kruger & Botha Avenue Witbank 1035
<b><u>North West</u></b> Private Bag XA1 Klerksdorp 2570 (018) 464 2460  <b><u>Physical Address</u></b> Vaal University of Technology Building Cnr Voortrekker & Margareta Prinsloo street Klerksdorp 2570	<b><u>Northern Cape</u></b> Private Bag X6093 Kimberley 8301 (053) 807 1710  <b><u>Physical Address</u></b> 65 Phakamile Mabija Street Perm Building Northern Cape Kimberley 8300	<b><u>Limpopo</u></b> Private Bag X9712 Polokwane 0699 (015) 287 4720  <b><u>Physical Address</u></b> Broll Building Dorp Street 101 Polokwane 0699



Department:  
Energy  
**REPUBLIC OF SOUTH AFRICA**

## APPLICATION FOR TEMPORARY LICENCE

PETROLEUM PRODUCTS ACT 120 OF 1977 AS AMENDED - PETROLEUM PRODUCTS LICENCE REGULATIONS 2006

### INSTRUCTIONS

1. READ REGULATIONS BEFORE COMPLETING THIS APPLICATION FORM.  
2. USE CAPITAL LETTERS AND WHERE APPLICABLE MARK WITH A ☒.

## PLEASE COMPLETE

RETAIL WHOLESALE /  
MANUFACTURING LICENCE NUMBER

/					/				
---	--	--	--	--	---	--	--	--	--

## SECTION 1: APPLICANTS DETAILS

FULL NAME OF TEMPORARY LICENCE APPLICANT IF NOT AN INDIVIDUAL (for example, company name or trust name etc.)

[illegible]

ENTER FULL NAME OF TEMPORARY LICENCE APPLICANT IF AN INDIVIDUAL

NOTE: In the event that a corporate entity or partnership, trust or body other than an individual makes the application, state here the personal particulars of the person authorised to make this application on behalf of such body.

TITLE

--	--	--	--

FAMILY NAME

[illegible]

FIRST NAME

[illegible]

IDENTITY NO.

[illegible]

INDICATE REASONS WHY APPLICANT (ABOVE) IS THE APPROPRIATE PERSON TO BE ISSUED WITH A TEMPORARY LICENCE

1. The first line of the document is a header line containing the following information:
   
 a. The name of the company: "ABC COMPANY"
   
 b. The address: "123 Main Street, New York, NY 10001"
   
 c. The phone number: "212-555-1234"
   
 d. The fax number: "212-555-5678"
   
 e. The email address: "info@abc.com"
   
 2. The second line of the document is a line of text that reads: "Dear Sirs,"
   
 3. The third line of the document is a line of text that reads: "We are pleased to inform you that your order has been received and is being processed."
   
 4. The fourth line of the document is a line of text that reads: "Your order is expected to arrive within 5-7 business days."
   
 5. The fifth line of the document is a line of text that reads: "If you have any questions, please contact us at 212-555-1234."
   
 6. The sixth line of the document is a line of text that reads: "Thank you for your business."
   
 7. The seventh line of the document is a line of text that reads: "Sincerely,"
   
 8. The eighth line of the document is a line of text that reads: "John Doe, Sales Manager"
   
 9. The ninth line of the document is a line of text that reads: "ABC COMPANY"
   
 10. The tenth line of the document is a line of text that reads: "123 Main Street, New York, NY 10001"
   
 11. The eleventh line of the document is a line of text that reads: "212-555-1234"
   
 12. The twelfth line of the document is a line of text that reads: "212-555-5678"
   
 13. The thirteenth line of the document is a line of text that reads: "info@abc.com"
   
 14. The fourteenth line of the document is a line of text that reads: "Enclosure"
   
 15. The fifteenth line of the document is a line of text that reads: "cc: Mr. John Doe"
   
 16. The sixteenth line of the document is a line of text that reads: "cc: Mr. Jane Doe"
   
 17. The seventeenth line of the document is a line of text that reads: "cc: Mr. Bob Doe"
   
 18. The eighteenth line of the document is a line of text that reads: "cc: Mr. Alice Doe"
   
 19. The nineteenth line of the document is a line of text that reads: "cc: Mr. Charlie Doe"
   
 20. The twentieth line of the document is a line of text that reads: "cc: Mr. David Doe"
   
 21. The twenty-first line of the document is a line of text that reads: "cc: Mr. Eve Doe"
   
 22. The twenty-second line of the document is a line of text that reads: "cc: Mr. Frank Doe"
   
 23. The twenty-third line of the document is a line of text that reads: "cc: Mr. Grace Doe"
   
 24. The twenty-fourth line of the document is a line of text that reads: "cc: Mr. Henry Doe"
   
 25. The twenty-fifth line of the document is a line of text that reads: "cc: Mr. Ivy Doe"
   
 26. The twenty-sixth line of the document is a line of text that reads: "cc: Mr. Jack Doe"
   
 27. The twenty-seventh line of the document is a line of text that reads: "cc: Mr. Karen Doe"
   
 28. The twenty-eighth line of the document is a line of text that reads: "cc: Mr. Leo Doe"
   
 29. The twenty-ninth line of the document is a line of text that reads: "cc: Mr. Mia Doe"
   
 30. The thirtieth line of the document is a line of text that reads: "cc: Mr. Noah Doe"
   
 31. The thirty-first line of the document is a line of text that reads: "cc: Mr. Olivia Doe"
   
 32. The thirty-second line of the document is a line of text that reads: "cc: Mr. Peter Doe"
   
 33. The thirty-third line of the document is a line of text that reads: "cc: Mr. Quinn Doe"
   
 34. The thirty-fourth line of the document is a line of text that reads: "cc: Mr. Ryan Doe"
   
 35. The thirty-fifth line of the document is a line of text that reads: "cc: Mr. Sarah Doe"
   
 36. The thirty-sixth line of the document is a line of text that reads: "cc: Mr. Thomas Doe"
   
 37. The thirty-seventh line of the document is a line of text that reads: "cc: Mr. Victoria Doe"
   
 38. The thirty-eighth line of the document is a line of text that reads: "cc: Mr. William Doe"
   
 39. The thirty-ninth line of the document is a line of text that reads: "cc: Mr. Xavier Doe"
   
 40. The fortieth line of the document is a line of text that reads: "cc: Mr. Yvonne Doe"
   
 41. The forty-first line of the document is a line of text that reads: "cc: Mr. Zachary Doe"
   
 42. The forty-second line of the document is a line of text that reads: "cc: Mr. Adam Doe"
   
 43. The forty-third line of the document is a line of text that reads: "cc: Mr. Emily Doe"
   
 44. The forty-fourth line of the document is a line of text that reads: "cc: Mr. Jacob Doe"
   
 45. The forty-fifth line of the document is a line of text that reads: "cc: Mr. Joseph Doe"
   
 46. The forty-sixth line of the document is a line of text that reads: "cc: Mr. Matthew Doe"
   
 47. The forty-seventh line of the document is a line of text that reads: "cc: Mr. Michael Doe"
   
 48. The forty-eighth line of the document is a line of text that reads: "cc: Mr. Nicholas Doe"
   
 49. The forty-ninth line of the document is a line of text that reads: "cc: Mr. Samuel Doe"
   
 50. The fiftieth line of the document is a line of text that reads: "cc: Mr. Timothy Doe"
   
 51. The fifty-first line of the document is a line of text that reads: "cc: Mr. Vincent Doe"
   
 52. The fifty-second line of the document is a line of text that reads: "cc: Mr. William Doe"
   
 53. The fifty-third line of the document is a line of text that reads: "cc: Mr. Xavier Doe"
   
 54. The fifty-fourth line of the document is a line of text that reads: "cc: Mr. Yvonne Doe"
   
 55. The fifty-fifth line of the document is a line of text that reads: "cc: Mr. Zachary Doe"
   
 56. The fifty-sixth line of the document is a line of text that reads: "cc: Mr. Adam Doe"
   
 57. The fifty-seventh line of the document is a line of text that reads: "cc: Mr. Emily Doe"
   
 58. The fifty-eighth line of the document is a line of text that reads: "cc: Mr. Jacob Doe"
   
 59. The fifty-ninth line of the document is a line of text that reads: "cc: Mr. Joseph Doe"
   
 60. The sixtieth line of the document is a line of text that reads: "cc: Mr. Matthew Doe"
   
 61. The sixty-first line of the document is a line of text that reads: "cc: Mr. Michael Doe"
   
 62. The sixty-second line of the document is a line of text that reads: "cc: Mr. Nicholas Doe"
   
 63. The sixty-third line of the document is a line of text that reads: "cc: Mr. Samuel Doe"
   
 64. The sixty-fourth line of the document is a line of text that reads: "cc: Mr. Timothy Doe"
   
 65. The sixty-fifth line of the document is a line of text that reads: "cc: Mr. Vincent Doe"
   
 66. The sixty-sixth line of the document is a line of text that reads: "cc: Mr. William Doe"
   
 67. The sixty-seventh line of the document is a line of text that reads: "cc: Mr. Xavier Doe"
   
 68. The sixty-eighth line of the document is a line of text that reads: "cc: Mr. Yvonne Doe"
   
 69. The sixty-ninth line of the document is a line of text that reads: "cc: Mr. Zachary Doe"
   
 70. The seventieth line of the document is a line of text that reads: "cc: Mr. Adam Doe"
   
 71. The seventy-first line of the document is a line of text that reads: "cc: Mr. Emily Doe"
   
 72. The seventy-second line of the document is a line of text that reads: "cc: Mr. Jacob Doe"
   
 73. The seventy-third line of the document is a line of text that reads: "cc: Mr. Joseph Doe"
   
 74. The seventy-fourth line of the document is a line of text that reads: "cc: Mr. Matthew Doe"
   
 75. The seventy-fifth line of the document is a line of text that reads: "cc: Mr. Michael Doe"
   
 76. The seventy-sixth line of the document is a line of text that reads: "cc: Mr. Nicholas Doe"
   
 77. The seventy-seventh line of the document is a line of text that reads: "cc: Mr. Samuel Doe"
   
 78. The seventy-eighth line of the document is a line of text that reads: "cc: Mr. Timothy Doe"
   
 79. The seventy-ninth line of the document is a line of text that reads: "cc: Mr. Vincent Doe"
   
 80. The eightieth line of the document is a line of text that reads: "cc: Mr. William Doe"
   
 81. The eighty-first line of the document is a line of text that reads: "cc: Mr. Xavier Doe"
   
 82. The eighty-second line of the document is a line of text that reads: "cc: Mr. Yvonne Doe"
   
 83. The eighty-third line of the document is a line of text that reads: "cc: Mr. Zachary Doe"
   
 84. The eighty-fourth line of the document is a line of text that reads: "cc: Mr. Adam Doe"
   
 85. The eighty-fifth line of the document is a line of text that reads: "cc: Mr. Emily Doe"
   
 86. The eighty-sixth line of the document is a line of text that reads: "cc: Mr. Jacob Doe"
   
 87. The eighty-seventh line of the document is a line of text that reads: "cc: Mr. Joseph Doe"
   
 88. The eighty-eighth line of the document is a line of text that reads: "cc: Mr. Matthew Doe"
   
 89. The eighty-ninth line of the document is a line of text that reads: "cc: Mr. Michael Doe"
   
 90. The ninetieth line of the document is a line of text that reads: "cc: Mr. Nicholas Doe"
   
 91. The ninety-first line of the document is a line of text that reads: "cc: Mr. Samuel Doe"
   
 92. The ninety-second line of the document is a line of text that reads: "cc: Mr. Timothy Doe"
   
 93. The ninety-third line of the document is a line of text that reads: "cc: Mr. Vincent Doe"
   
 94. The ninety-fourth line of the document is a line of text that reads: "cc: Mr. William Doe"
   
 95. The ninety-fifth line of the document is a line of text that reads: "cc: Mr. Xavier Doe"
   
 96. The ninety-sixth line of the document is a line of text that reads: "cc: Mr. Yvonne Doe"
   
 97. The ninety-seventh line of the document is a line of text that reads: "cc: Mr. Zachary Doe"
   
 98. The ninety-eighth line of the document is a line of text that reads: "cc: Mr. Adam Doe"
   
 99. The ninety-ninth line of the document is a line of text that reads: "cc: Mr. Emily Doe"
   
 100. The hundredth line of the document is a line of text that reads: "cc: Mr. Jacob Doe"

## This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

1. A certified copy of the applicant's identity document, if the applicant is a natural person, and in the case of a non - South African citizen, permanent residence permit or employment permit and proof of residence in South Africa, or proof of domicile in South Africa, as the case may be.

OR

a certified copy of the business entity's registration documents, if the applicant is a corporate entity or a trust.

## DECLARATION

I (full names).....hereby declare  
that all information provided herein is within my personal knowledge and that-

- a) I am duly authorised to make this declaration;
- b) I am the designated person responsible for this licence and any conditions attached thereto;
- c) I have read and understood the regulations related hereto, with specific reference to regulation 34 (retail licence), regulation 25 (wholesale licence) and regulation 27 (manufacturing licence) regarding any false declaration; and
- d) all information provided herein is to the best of my knowledge true and correct.

Signed at.....(place) on this..... day of.....(month)  
.....(year)

Signature

I certify that the deponent-

- (a) has acknowledged that he/she knows and understands the contents of this application form and its annexures, that he/she has no objection to taking the prescribed oath and that he/she considers the oath binding on his/her conscience; and
- (b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at .....(place) on this .....day of .....(month).....(year).

COMMISSIONER OF OATHS

Name: .....

Address: .....

Capacity: .....



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**energy**

Department:  
Energy  
REPUBLIC OF SOUTH AFRICA

DE 25

**WHOLESALE LICENCE ANNUAL INFORMATION (SUBMISSION FORM)**  
**PETROLEUM PRODUCTS ACT 120 OF 1977 AS AMENDED - PETROLEUM PRODUCTS WHOLESALE REGULATIONS 2006**

**INSTRUCTIONS**

1. READ THE REGULATIONS BEFORE COMPLETING THIS APPLICATION FORM.
2. USE CAPITAL LETTERS AND WHERE APPLICABLE MARK WITH AN ☒.

**PLEASE COMPLETE**

WHOLESALE LICENCE NUMBER

/					/				
---	--	--	--	--	---	--	--	--	--

**SECTION 1: COMPLETE LICENSEE'S DETAILS**

REGISTERED  
NAME  
IN FULL


TRADE NAME  
IN FULL


ENTER DETAILS OF CONTACT MEMBER OF ENTITY

TITLE

--	--	--	--

FAMILY NAME

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

FIRST NAME

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

IDENTITY NO.

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**SECTION 2: COMPLETE IF THERE IS A CHANGE IN LICENSEE'S PARTICULARS**

TRADE NAME  
IN FULL


POSTAL  
ADDRESS OF  
REGISTERED  
OFFICE


POSTAL CODE

--	--	--	--

BUSINESS  
TEL NO.  
(INCLUDE  
CODE)

--	--	--	--	--	--	--	--	--	--

MOBILE PHONE NUMBER									
---------------------------	--	--	--	--	--	--	--	--	--

[illegible][illegible]

**SECTION 3: COMPLETE ONLY IF THERE HAS BEEN A CHANGE OF DESIGNATED PERSON OF THE ENTITY (IN CASE OF INDIVIDUAL, ENTER APPLICANTS DETAILS)**

TITLE				
-------	--	--	--	--

[illegible][illegible][illegible]

**SECTION 4: INFORMATION TO BE COMPLETED IN RESPECT OF VOLUMES (LITRES) PURCHASED WITHIN THE REPUBLIC OF SOUTH AFRICA IN THE LAST CALENDAR YEAR**

[illegible][illegible]

ILLUMINATING PARAFFIN									
--------------------------	--	--	--	--	--	--	--	--	--

AVIATION GASOLINE									
----------------------	--	--	--	--	--	--	--	--	--

[illegible][illegible][illegible]

## VOLUMES (LITRES) SOLD WITHIN THE REPUBLIC OF SOUTH AFRICA IN LAST CALENDAR YEAR

PETROL

[illegible]

DIESEL

[illegible]ILLUMINATING  
PARAFFIN[illegible]

AVIATION  
GASOLINE

[illegible]LIQUIFIED  
PETROLEUM  
GAS[illegible]

**JET FUEL**

[illegible]

BIOFUELS

[illegible]

## INDICATE NUMBER OF EMPLOYEES BY RACE, GENDER AND DISABILITY

**BLACK EMPLOYEES:**

MALE

--	--	--	--

FEMALE

--	--	--	--

DISABLED

--	--	--	--

COLOURED EMPLOYEES:

MALE

--	--	--	--

FEMALE

--	--	--	--

DISABLED

--	--	--	--

INDIAN EMPLOYEES:

MALE

   

FEMALE

   

DISABLED

   

WHITE EMPLOYEES:

MALE

   

FEMALE

   

DISABLED

   

TOTAL NUMBER OF EMPLOYEES

     

 INDICATE OWNERSHIP BY HISTORICALLY DISADVANTAGED SOUTH AFRICANS (HDSA's) IN  
 PERCENTAGE

    %

**DOCUMENTS TO BE ATTACHED WITH THE SUBMISSION OF THE WHOLESALE ANNUAL INFORMATION  
FORM**

- |   |
|---|
| 1. A declaration by the licensee that the ownership of the licensed activity has not changed.   |
| 2. The volumes of each prescribed petroleum products purchased and sold outside of the Republic of South Africa.                                    |
| 3. A declaration by the applicant stating that the applicant is in compliance with all national provincial and local government legal requirements. |
| 4. The volumes of each prescribed petroleum products purchased and sold outside of the Republic of South Africa.                                    |
| 5. A progress and an updated plan in the respect of complying with the objectives of the Charter.   |
| 6. A report on the training and the number and title of the qualifications obtained by learners employed by the licensed wholesaler.                |

## DECLARATION

I (full names).....hereby declare  
that all information provided herein is within my personal knowledge and that-

- a) I am duly authorised to make this declaration;
- b) I am the designated person responsible for this licence and any conditions attached thereto;
- c) I have read and understood the regulations related hereto, with specific reference to Regulation 25 regarding any false declaration; and
- d) all information provided herein is to the best of my knowledge true and correct.

Signed at.....(place) on this..... day of.....(month)  
..... (year)

.....  
Signature

I certify that the deponent-

- (a) has acknowledged that he/she knows and understands the contents of this application form and its annexures, that he/she has no objection to taking the prescribed oath and that he/she considers the oath binding on his/her conscience; and
- (b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at ..... (place) on this .....day of .....(month).....(year).

\_\_\_\_\_  
**COMMISSIONER OF OATHS**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Capacity: \_\_\_\_\_

v



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<b><u>North West</u></b> Private Bag XA1 Klerksdorp 2570 (018) 464 2460  <b><u>Physical Address</u></b> Vaal University of Technology Building Cnr Voortrekker & Margareta Prinsloo street Klerksdorp 2570	<b><u>Northern Cape</u></b> Private Bag X6093 Kimberley 8301 (053) 807 1752  <b><u>Physical Address</u></b> 65 Phakamile Mabija Street Perm Building Northern Cape Kimberley 8300	<b><u>Limpopo</u></b> Private Bag X9712 Polokwane 0699 (015) 287 4720  <b><u>Physical Address</u></b> Broll Building Dorp Street 101 Polokwane 0699

**ANNEXURE B: LICENCE FEES**

Wholesale licence fee	R 1000
Annual wholesale licence fee	R 500
Duplicate licence fee	R 500
Temporary licence fee	R 500
Licence amendment fee	R 500

Payment must be deposited into the following relevant regional account closest to the region where the application is lodged –

**Bank:** Nedbank

**Account holder:** Department of Energy

Include your reference number, which will be provided by the Controller, on the deposit slip.

Account Holder Name	Account Number	Branch code	Branch Name
Department of Energy - GP	1454 117 761	14 54 05	Corporate Client Services, Johannesburg
Department of Energy - KZN	1454 117 788	14 54 05	Corporate Client Services, Johannesburg
Department of Energy - NW	1454 117 796	14 54 05	Corporate Client Services, Johannesburg

Department of Energy - WC	1454 117 818	14 54 05	Corporate Client Services, Johannesburg
Department of Energy - MP	1454 117 826	14 54 05	Corporate Client Services, Johannesburg
Department of Energy - FS	1454 117 834	14 54 05	Corporate Client Services, Johannesburg
Department of Energy - EC	1454 117 842	14 54 05	Corporate Client Services, Johannesburg
Department of Energy – LP	1454 117 850	14 54 05	Corporate Client Services, Johannesburg
Department of Energy - NC	1454 117 869	14 54 05	Corporate Client Services, Johannesburg