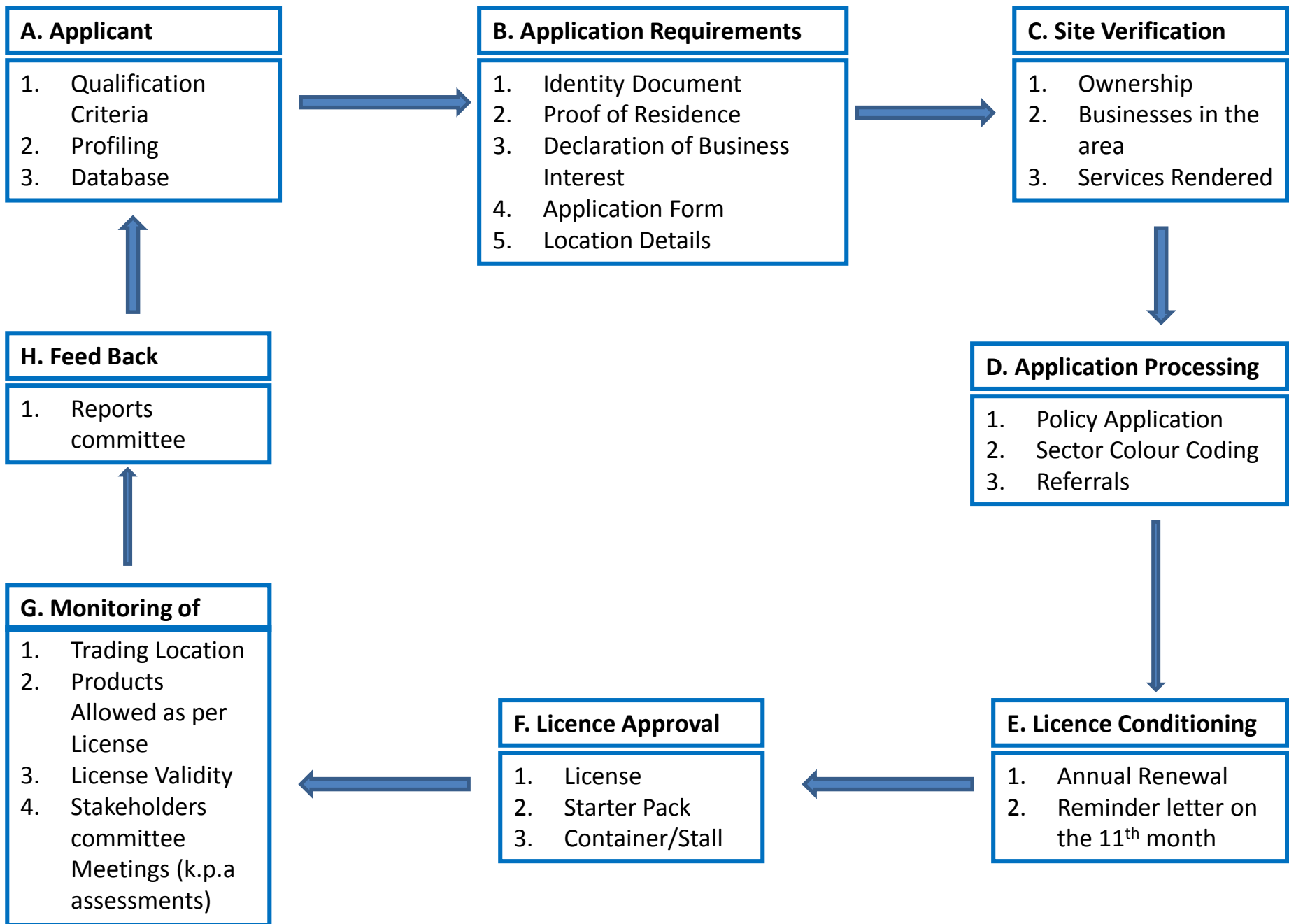


# **SYSTEMS AND PROCEDURES FOR INFORMAL TRADING MANAGEMENT**





# SYSTEMS & PROCEDURE FOR INFORMAL TRADING MANAGEMENT

## A. Applicant

- **Criteria** – previously disadvantaged
- **Citizenship** – Matjhabeng citizen, South African, Foreigners ( Home Affairs to verify),
- **Profiling** – personal details, registration status ( CK other), industry.
- **Database** – Registration on SMME database and Supply chain

## B. APPLICATION REQUIREMENTS

- Identity document – S.A.ID, Business/Work permit, Asylum seekers
- Proof of residence – rates and taxes account, affidavit by landlord
- Application form – declaration of business interest
- Identified location details by applicant

# SYSTEMS & PROCEDURE FOR INFORMAL TRADING MANAGEMENT

## Licence condition

- **Registration** - Informal trading association ( to be recommended by NAFCOC)
- **Valid license** – annual renewal giving 30 days grace period

- 

## Licence approval

- **Recommendation** – recommendation from an official ( with form attached and ticked for inspection done)to Supervisor then approval permits signed by HoD.

# MONITORING

- Trading location by By-law unit – that the informal trader is not conducting illegal activities or expanding the business to other sector without request from LED office.
- Licence validity – draw a database which will show the renewal/expiry date – to be monitored by official
- Informal trading zonal forums sits monthly with officials,
-

# MONITORING continue....

- SMME stakeholders committee that will sit quarterly to assess referrals, need for business skills, business tools, financial assistance etc.
- Composition of the committee – LED, SEDA, Financial institutions, SARS, Home Affairs, informal trading organisation etc.....

# PROPOSED INFORMAL TRADING PERMIT LICENCE CARD

**ZONE ONE**

**WELKOM**



**MATJHABENG  
LOCAL ECONOMIC  
DEVELOPMENT**

**Brenda Molefe**

7012245430085



**MABREND A FRUIT AND VEG  
KIOSK No: 4  
Zone One  
Mooi Str**

Phone: 072 071 4465Home  
Address : 3758 Mahlatsa Str  
P.O. Motsethabong

**FRUITS AND VEGETABLES**

**ZONE ONE**

APPROVED BY : \_\_\_\_\_

**X.W. MSWELI  
EXEC. DIRECTOR L.E.D**

VALID FROM 29 NOV.2012 TO 29 NOV.2013



701224567823

**FRUITS AND VEGETABLES**



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