SYSTEMS AND PROCEDURES FOR INFORMAL TRADING MANAGEMENT



C. Site Verification A. Applicant **B. Application Requirements** Qualification 1. **Identity Document** 1. Ownership 1. 2. **Proof of Residence** Businesses in the Criteria 3. **Declaration of Business Profiling** area Services Rendered Database Interest 3. **Application Form** 4. 5. **Location Details** H. Feed Back **D.** Application Processing **Reports** 1. **Policy Application** committee **Sector Colour Coding** Referrals 3. G. Monitoring of **Trading Location** 1. 2. **Products** Allowed as per F. Licence Approval **E. Licence Conditioning** License **Annual Renewal License Validity** License Stakeholders 2. Starter Pack 2. Reminder letter on 3. the 11th month committee Container/Stall Meetings (k.p.a assessments)

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





MATJHABENG LOCAL ECONOMIC DEVELOPMENT Brenda Molefe

85

7012245430085

MABRENDA 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

ZONE ONE

WELKOM



MATJHABENG LOCAL ECONOMIC DEVELOPMENT Brenda Molefe

7012245430085



MABRENDA FRUIT AND VEG KIOSK No: 4 Zone One Mooi St

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