

Single Transit Permit

Overview

It is a transit single trip permit used to convey goods on transit through the country also issued at the border.

Who is eligible?

Foreign registered vehicles on transit.

How do I get this service?

- Download and complete [Form RTS 1 - Application for Initial Grand or Amendment or Renewal of Road Transport Permit](#) and submit along with supporting documents to the Registration and Licensing officer at any permit-issuing Department of Road Transport and Safety office for approval.
- Pay the prescribed to the Registration and licensing officer.

What supporting documents are required?

- Copy of vehicle registration book
- Valid vehicle roadworthiness certificate
- Valid permit from country of origin
- Consignment Note

How long will this service take?

39 working days.

How much does it cost?

Please refer to the [pricing schedule](#) for reference.

Where can I obtain this service?

Department of Road Transport and Safety Offices - Permit issuing offices

- Gaborone Old Supplies Office
- Francistown
- Ghanzi
- Lobatse
- Kanye
- Molepolole
- Mahalapye
- Tsabong
- Kasane
- Maun
- Selebi Phikwe
- Serowe
- Palapye

Opening hours are from 07:30 to 16:30, Monday to Friday, except public holidays.

Where can I get more information on this Service

Department of Road Transport and Safety
Tshomarelo House Botswana Savings Bank Building
Private Bag 0054 Gaborone Botswana

Tel. (267) 368-8600
Fax. (267) 3914338
Email. mtcpro@gov.bw