

# Retention License Application

## Overview

The service allows a company to retain a previously prospected mineral concession area, where the mineral deposit could not be mined on a profitable basis at the time of application. It gives the holder the opportunity to apply for a mining licence to commence mining operations in the prospected area once the conditions improves.

## Who is eligible?

Businesses only.

## How do I get this service?

- Download, complete the **Retention Licence Application Form** and submit with supporting documents to the nearest office.
- Obtain a Prospecting Licence from Department of Mines.
- Conduct a Bankable Feasibility Study on the mining and processing the mineral deposit discovered.
- Obtain surface rights from the land authority or land owner with a stamped sketch plan showing coordinates.
- Obtain authorization for Environmental Impact Assessment from Department of Environmental Affairs (DEA).
- Obtain Archaeological Clearance with location coordinates from Department of National Museum and Monuments (DNMM).

## What supporting documents are required?

- Parent company guarantee.
- Certificate of incorporation.
- Company documents and identity documents of directors and shareholding.
- Bankable Feasibility Study report.
- Proposed rehabilitation programme.
- Letter of surface rights.
- Letter of authorisation from DEA.
- Letter of authorisation from DNMM.
- If applying within a conservation area, clearance from the Department of Wildlife and National Parks.
- Copy of prospecting license, or a retention license, or a prospecting waiver.

## How long will this service take?

Thirty (30) days.

## How much does it cost?

An annual lease rental fee at rate of BWP 5,000.00 per square kilometre applied for or part thereof for the first year. The fee increases by BWP 5,000.00 per square kilometre or part thereof for each subsequent year.

## Where can I obtain this service?

Department of Mines

Government Enclave, Block 6, Khama Crescent  
(Ministry of Basic Education building floor 4)  
P/Bag 0049  
Gaborone  
Botswana

**Where can I get more information on this Service**

Department of Mines  
Government Enclave, Block 6, Khama Crescent  
(Ministry of Basic Education building floor 4)  
P/Bag 0049  
Gaborone  
Botswana

Khama Crescent

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