

Number Plate Manufacturer's Licence

Overview

This service is offered to individuals or businesses who want to manufacture or supply motor vehicle number plates.

Who is eligible?

Citizens and residents.

How do I get this service?

- Download and complete **number plate manufacturer/ suppliers' application form** . Application forms are also available at the enquiries desk at the Department of Road Transport and Safety across the country.
- submit the document along with supporting documents at the nearest Department of Road Transport and Safety office .
- Pay prescribed fees and you will be issued with a licence accordingly.

What supporting documents are required?

- A copy of valid identity
- Copy of certificate of incorporation
- Copy of shareholder certificate
- Copy of Trade licence
- Copy of identity of director(s)
- Manufacturer's licence (renewal)

How long will this service take?

Immediate.

How much does it cost?

- Number plate manufacturer (1st year) – BWP2535
- Renewal – BWP845.00

Where can I obtain this service?

Department of Road Transport and Safety Offices around the country.

Where can I get more information on this Service

Public Relations Unit

Department of Road Transport and Safety

Tshomarelo House

Botswana Savings Bank Building

Private Bag 0054

Gaborone

Botswana

Tel. **(267) 368-8600**

Fax. (267) 397-1117/1114

Toll free Number : **17779**

Email: **mtcpro@gov.bw**