

## **BULK CHARCOAL TRANSPORTATION LICENCE**

### **Acquisition of Bulk Charcoal Transportation Licence**

#### **Required Submissions**

- Exhibit CT1 - Individual's name/Company Registration and locational address.
- Exhibit CT2 - Registration number, capacity and type of bulk road vehicle.
- Exhibit CT3 - Insurance cover for vehicle.
- Exhibit CT4 - Road worthiness certificate.
- Exhibit CT5 - Receipt of Initial Licence Fee

#### **Procedure for the Acquisition of Bulk Charcoal Transportation Licence**

- a. An applicant shall submit a signed application letter addressed to the Executive Secretary of the Commission.
- b. Applicants shall fill and submit one original application form signed by a Principal Officer (reference Application Form).
- c. Applicants shall attach receipt confirming the payment of prescribed licence application fee (reference Schedule of Licence Fee).
- d. Applicants shall provide two (2) hard copies and a soft copy (if available) of the above exhibits as separate attachment, clearly labelled and all pages sequentially numbered.
- e. The applicant shall provide the receipt confirming the payment of the Initial Licence fee after the Commission has communicated the Outcome of its Decision on an application to the applicant.

#### **Licence Conditions**

- a. The licence holder shall provide to the Commission the following information:

Name of company/transporter .....

Date of transportation of charcoal	Source of charcoal purchased	Quantity transported (number of bags/kg)	Destination

The licence holder shall:

- b. operate only vehicles permitted by the Commission;
- c. display the list of permitted vehicles at the office;
- d. ensure that vehicles are recertified by relevant statutory body annually and after major repairs;
- e. convey charcoal produced by permitted charcoal producers;
- f. comply fully with all provisions of Road Traffic Regulations, 2012 LI2180;
- g. arrange and take precautions to ensure adequate maintenance of the haulage vehicles to ensure safe, reliable and efficient service to all categories of its customers; and
- h. furnish the Commission within 20 working days of request with details of the licence holder's financial, technical and any other relevant information.

## **SCHEDULE II**

### **SCHEDULE OF LICENCE FEES**

<b>Type of Permit</b>	<b>Application Fee (GHC)</b>	<b>Initial Licence Fee (GHC)</b>	<b>Annual Operating Fee (GHC)</b>	
			<b>Fixed</b>	<b>Variable</b>
Bulk Charcoal Transportation	350.00	Nil	Nil	70/BRV/ annum and 0.35 per bag of 45kg

*\* The fees shall be reviewed annually.*

*BRV – Bulk Road Vehicle*

## Application Form

### **A-1 Applicant/Company intends to be licensed for the service of: (check all that apply)**

- Wholesale Supply
- Biofuel Production
- Bulk Biofuel Transportation
- Bulk Biofuel Storage
- Biofuel Export
- Charcoal Production
- Bulk Charcoal Transportation
- Charcoal Wholesale/Storage
- Charcoal Export
- Briquettes Production
- Briquettes Export
- Importation of Renewable Energy Products
- Installation and Maintenance

### **A-2 Applicant/Company's legal name, postal address, telephone number and web site address**

Legal Name \_\_\_\_\_

Postal Address \_\_\_\_\_

Telephone # \_\_\_\_\_ Fax # \_\_\_\_\_

Website address (if any) \_\_\_\_\_

### **A-3 Office location address**

House/Plot Number \_\_\_\_\_

Street Name \_\_\_\_\_

Town/City \_\_\_\_\_ Region \_\_\_\_\_

### **A-4 Contact person for regulatory matters**

Name \_\_\_\_\_

Title \_\_\_\_\_

Business address \_\_\_\_\_

Telephone # \_\_\_\_\_ Fax # \_\_\_\_\_  
E-mail address (if  
any) \_\_\_\_\_

**A-5 Customer Segment (Check all that apply)**

- Distribution Company
- Bulk Customer
- Refinery
- Oil Marketing Company
- Public
- Overseas customer
- Industrial, commercial and residential

**A-6 Location where applicant intends to establish production or service facility**

Community \_\_\_\_\_  
Town/City \_\_\_\_\_  
District \_\_\_\_\_  
Region \_\_\_\_\_

**A-7 Provide the approximate start date that the applicant proposes to begin delivering service**

\_\_\_\_\_

**A-8 Duration in years of licence** \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_