

Application reference number	
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APPLICATION FOR PERMISSION TO ABSTRACT SAND AND GRAVEL IN THE CITY OF WINDHOEK JURISDICTION

Please complete form and return to:

The Office of the Chief Executive Officer
Customer Care Desk

City of Windhoek
18 Independence Avenue
P.O. 59

Windhoek
Namibia

General Enquiries:

Tel: +264-61-290 +264 61 290 2485
Fax: +264-61-290 111
E-mail: Mary-Anne.Kahitu@windhoekcc.org.na

SECTION A APPLICANT DETAILS
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1. Full name of applicant

2. Identity number of applicant, or in the case of a company ,close corporation,(registration number):

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3. Nationality of applicant, or in the case of a company ,close corporation, country of registration:

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4. Contact Details of Applicant

Physical and postal address of applicant:	
Telephone number of applicant:	
Fax number of applicant:	
E-mail of applicant (if any)	

SECTION B NATURE OF APPLICATION

1. Nature of application (Please tick (✓) appropriate box)

1.1 Sand mining permit (new application)	
1.2 Renewal (permit holder)	

2. **Duration of Operations**

Expected commencement date (dd,mm,yr)	
Closure date (dd,mm,yr)	

3. Other valid permits, approvals and authorisations obtained/required (Please Attach Certified Copies).
Please Tick (✓) Appropriate Box Below

	Yes	No
1. Environmental Clearance Certificate/ Proof of EIA Registration with MET/		
2. Approved Environmental Management Plan		
3. Business Registration Certificate (BIPA)		
4. Business Fitness Certificate(Municipal Council of Windhoek)		
5. Non-Exclusive Prospecting licence or Mining Claim (if any)		
6. Lease hold Certificate/ / Title Deed		
7. Proof of Bank Guarantee		

SECTION C SITE DETAILS

The following information is required:

8. Land ownership. If applicant is not the owner of property, certified copy of valid lease agreement or title deed shall accompany the application (Please Tick (✓) Appropriate Box)

Private (Applicants land)	
State	
Lease	
Municipal	

An applicant shall submit two (2) copies of all material to CoW 90 calendar days prior to the proposed commencement date of operations or at least 90 calendar days prior to the expiration of any previously issued authorization . Please INITIAL all pages

9. Township / Farm name:/Erf number
10. Zoning description
11. Size of proposed site (m²)
12. Annexures: to be submitted with application form
- a) A map showing the location of proposed or existing operation, where applicable;
 - b) A site plan accompanied by surveyor diagram (prepared by registered surveyor), depicting the area within which the applicant carries or intent to carry out the sand mining operation. Include adjacent properties within 1km radius of site
 - c) Lease hold diagram
 - d) Site Coordinates (WSG 84)
 - e) An affidavit verifying that licence holder is conducting sand mining operations on area of land for which a mineral claim is registered
13. Name of river course that relate to sand mining
-
14. Description of support (existing) infrastructure (access roads, electricity etc)
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-
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-
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SECTION E QUANTITIES & VALUE OF RESOURCE
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Estimates based over 12 month period from expected commencement date

TYPE	Quantities of available resource (m ³)	Estimates of expected Volumes (m ³) to be extracted	Market value N\$ per m ³
Sand			
Gravel			
Stone			

SECTION E ADDITIONAL INFORMATION
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Please provide any other relevant information, which you (applicant) wish to include with this application

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SECTION F	DETAILS OF PERSON SUBMITTING THE APPLICATION
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Please provide contact details of natural person responsible for submitting the application including the handling of all correspondence relating to this application

Name ,physical and postal address of	
Telephone number	
Fax number	
E-mail (if any)	
National Identity number (attach certified copy)	

SECTION H	AFFIRMATION
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The signature below shall certify that the information submitted on the and with the application is true and correct to the best of his or her knowledge

Submitted at _____ on _____ 20.....

Name

Signature

As Witnesses 1:

Name

Signature

As Witnesses 2:

Name

Signature

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SECTION I NB: FOR COW OFFICIAL USE ONLY

Comments by CoW Departments:

1. Department of Housing , Property Management and Human Settlement

Property Management

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Human Settlement

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Date:

2. Department of Urban Transport and Planning:

Sustainable Development

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Roads and Storm Water Division

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.....
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Date

OFFICIAL DATE STAMP

**ALL OFFICIAL CORRESPONDENCE MUST BE ADDRESSED TO THE CHIEF EXECUTIVE OFFICER
(CITY OF WINDHOEK)**