PETROLEUM PRODUCTS ACT, 1997

REGULATIONS REGARDING PETROLEUM PRODUCTS WHOLESALE LICENCES

The Minister of Minerals and Energy has under sections 2A, 2C, 2E, 2F and 12C of the Petroleum Products Act, 1977 (Act No. 120 of 1977) made the Regulations in the Schedule.
# ARRANGEMENT OF REGULATIONS

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Definitions

1. In these Regulations any word or expression to which a meaning has been assigned in the Act shall have the meaning so assigned and unless the context indicates otherwise-

“bulk” means 1500 litres or more, per transaction of petroleum products;

“certified copy” means a photocopy of an original document that has been-
(a) attested as a true copy of the original and is marked with the words “original seen” or “true copy of original document”; and
(b) signed and stamped by a commissioner of oaths contemplated in the Justices of the Peace and Commissioners of Oaths Act, 1963 (Act No. 16 of 1963);

“competent authority or person” means the relevant authority or person in terms of the applicable law;

“Controller” means the Controller of Petroleum Products contemplated in Section 3(1) of the Act;

“declaration” means an affidavit, affirmation or solemn or attested declaration made before a Commissioner of Oaths contemplated in the Justices of the Peace and Commissioners of Oaths Act, 1963 (Act No. 16 of 1963);

“petroleum products” means, in these Regulations, aviation gasoline, biofuels, diesel, jet fuel, liquefied petroleum gas, paraffin and petrol;

“the Act” means the Petroleum Products Act, 1977 (Act No. 120 of 1977);

“temporary licence” means a licence issued under section 2B(5) of the Act;

“the Amendment Acts” means the Petroleum Products Amendment Act, 2003 (Act No. 58 of 2003), and the Petroleum Products Amendment Act, 2005 (Act No. 2 of 2005);

“training” means learnerships contemplated in Section 16 of the Skills Development Act, 1998 (Act No. 97 of 1998) and “trained” has a corresponding meaning.
Scope of regulation

2. These Regulations apply to wholesale licences.

Lodging of wholesale licence application

3. An applicant for a wholesale licence, must—
   
   (a) complete an application form in the form contained in Annexure A; and
   
   (b) lodge that application with the Controller together with the documents specified in regulation 15(1).

Notice of application for wholesale licence

4. (1) When an application for a licence contemplated in regulation 3 is accepted, an applicant in respect of whom section 2D of the Act is not applicable, must have a notice of the application published in a prominent manner, in at least two of the most popular national newspapers in two official languages, one of which must be English.

   (2) The notice contemplated in subregulation (1) must state—
       
       (a) the name of the applicant;
       
       (b) the application number issued by the Controller upon acceptance of the application;
       
       (c) the purpose of the application;
       
       (d) the place where the application will be available for inspection by any member of the public;
       
       (e) the period within which any objection to the issuing of the licence may be lodged with the Controller; and
       
       (f) the address of the Controller where objections may be lodged.

   (3) The place contemplated in subregulation (2)(d) must be the physical address of the Controller's office where the application was lodged.

   (4) The period contemplated in subregulation (2)(e) must be at least 20 working days from the date of publication of the notice.
(5) Proof of the publication of the notice of application contemplated in subregulation (1) must be submitted to the Controller.

Acceptance of wholesale licence application

5. Before accepting a wholesale licence application, the Controller must be satisfied that—

(a) the applicant is the owner of the business;
(b) the application form has been completed in full; and
(c) all the documents specified in regulation 15(1) have been submitted with the application form.

Evaluation of a wholesale licence application

6. (1) In evaluating an application for a wholesale licence, the Controller must, subject to subregulation (2), verify that—

(a) the information and the documents submitted with the application form are true and correct; and
(b) the notice contemplated in regulation 4(1) was published.

(2) In the case of an application for a wholesale licence made by a person in respect of whom section 2D of the Act is not applicable, the Controller must be satisfied that the wholesaling business will—

(a) promote the licensing objectives stipulated in section 2B(2) of the Act; and
(b) be economically viable.

Proof of payment of levies

7. An applicant for a wholesale licence in respect of whom section 2D of the Act is applicable, must provide proof of payment of any levies due in terms of the Central Energy Fund Act, 1977 (Act No. 38 of 1977), which include Road Accident Fund, IP Tracer and Equalisation Fund.
Procedure for issuing wholesale licence

8. The Controller must, if satisfied that an application for a wholesale licence meets the requirements of the Act and these Regulations—

(a) inform the applicant that the application has been successful;

(b) require the applicant to, within the period determined by the Controller—

(i) pay the relevant licence fee determined in Annexure B into the relevant regional bank account; and

(ii) submit the documents contemplated in regulation 16;

and issue the wholesale licence upon receipt of the documentation contemplated in paragraph b(ii).

Particulars to be included in wholesale licence

9. A wholesale licence must include—

(a) the name of the licensee;

(b) the licence number;

(c) the identity number or company registration number of the licensee;

(a') the business address of the licensee;

(e) each type of petroleum product the licensee is licensed to wholesale;

(f) the date of issue of the licence;

(g) the conditions of the licence; and

(h) the Controller’s signature.

Environmental rehabilitation

10. (1) An environmental management plan, approved by a competent authority or person, contemplated in regulation 16(b)(i) must include—

(a) details of—
(i) the authority or person who prepared the environmental management plan; and

(ii) the expertise of that authority or person who prepared the environmental management plan;

(b) a description of the environment likely to be affected by the proposed wholesaling activity;

(c) an assessment of the potential impacts of the proposed wholesaling activity on the environment, socio-economic conditions and cultural heritage, if any;

(d) a summary of the assessment of the significance of the potential impacts, the proposed mitigation and management measures to minimise adverse impacts;

(e) a financial provision which must include-

(i) details of the method providing for the financial provision contemplated in regulation 11(1); and

(ii) the determination of the quantum of the financial provision contemplated in regulation 11(3);

(f) planned monitoring and performance assessment of the environmental management plan;

(g) closure and environmental objectives;

(h) a record of public participation undertaken and the results thereof; and

(i) an undertaking by the applicant to execute the environmental management plan.

**Financial Security for Rehabilitation**

11. (1) Financial provision required in terms of regulation 10(1)(e) to achieve the total quantum for the rehabilitation, management and remediation of negative environmental impacts must be provided for by one or more of the following methods:

(a) An approved contribution to a trust which must be in the format approved by the Controller from time to time;
(b) a financial guarantee from a South African registered bank or any other bank or financial institution approved by the Controller guaranteeing the financial provision relating to the environmental management plan in the format approved by the Controller from time to time;

(c) a deposit into a bank account specified by the Controller in the format approved by the Controller from time to time; or

(d) any other method that the Controller may approve.

(2) In the case of subregulation (1)(c), proof of payment must be submitted to the Controller prior to the acceptance of the environmental management plan.

(3) The quantum of the financial provision must be determined in consultation with a competent authority or person and must include a detailed provision for costs that could be incurred in the event of-

(a) premature closure regarding-

(i) the rehabilitation of the land;

(ii) the prevention and management of pollution of the atmosphere;

(iii) the prevention and management of pollution of water and the soil; and

(iv) the prevention of spillage and leakage, into the ground, of chemical substances associated with wholesaling activities;

(b) decommissioning and final closure of the operation; and

(c) post-closure management of residual and latent environmental impacts.

(4) The holder of a wholesale licence must annually update and review the quantum of the financial provision-

(a) in consultation with a competent authority or person;

(b) as required in terms of the approved environmental management plan; or

(c) as requested by the Controller.
Any inadequacy with regard to the financial provision must be rectified by the licensee—

(a) in an amendment of the environmental management plan, as the case may be; or

(b) as determined by the Controller.

General conditions with regard to wholesale licence

12. (1) A licensed wholesaling activity must remain a going concern.

(2) A licensed wholesaler must—

(a) purchase petroleum products only in bulk from other licensed wholesalers or licensed manufacturers, except in the case of importation of petroleum products;

(b) in the case of petroleum product sold in the Republic of South Africa, except in the case of liquefied petroleum gas and paraffin, only sell in bulk to—

(i) licensed manufacturers;

(ii) licensed wholesalers;

(iii) licensed retailers; or

(iv) end consumers for own consumption;

(c) not, except in the case of liquefied petroleum gas and paraffin, make use of a business practice, method of trading, agreement, arrangement, scheme or understanding which would result in a licensed wholesaler holding a retail licence except for training purpose;

(3) A licensed wholesaler must—

(a) obtain an undertaking signed by the consumer that the petroleum products purchased from that wholesaler are for own consumption;

(b) comply with the Charter;

(c) submit the information set out in regulation 17;
(d) if so instructed, submit to the Controller on a date and in the manner specified in the instruction—

(i) information necessary for the regulation of prices of petroleum products;

(ii) data on petroleum products, purchased or sold and petroleum products stock levels during the period specified in the instruction;

(iii) information relating to progress in complying with the objectives of the Charter; and

(iv) any other information which might be required for regulatory purposes;

(e) keep minimum working stock levels in compliance with applicable regulations;

(f) pay the annual licence fee determined in Annexure B before the anniversary of the licence;

(g) allow any person authorised by the Controller in accordance with the Act access to the premises where wholesaling is conducted for the purposes of inspections or conducting an investigation;

(h) at all times comply-

(i) with the Act and these Regulations; and

(ii) carry out legitimate instructions from the Controller; and

(i) inform the Controller in writing of any change of address or telephone number within 30 days of the relevant change taking effect.

(4) A wholesale licence, or a certified copy thereof, must be prominently displayed at the place of business, where any person entering the place of business may read it; and

(5) Any licence issued in terms of these Regulations-

(a) remains the property of the Department of Minerals and Energy;
may be cancelled or suspended at any time subject to Regulation 20.

may not be tempered with or defaced in any manner;

may not be altered in any manner; and

is not transferable.

Temporary wholesale licence

13. (1) A temporary wholesale licence may be issued only in respect of a licensed wholesaling activity upon the payment, by the applicant, of the temporary wholesale licence fee determined in Annexure B into the relevant regional bank account.

(2) An application for a temporary wholesale licence must be made to the Controller on an application form in the form contained in Annexure A and must—

(a) be in writing;

(b) only be in respect of a licensed wholesaling activity;

(c) include proof of hardship that would result if the licensed activity ceased to be licensed;

(d) be accompanied by a certified copy of the original licence certificate;

(e) be accompanied by a certified copy of the applicant’s identity document if the applicant is a natural person; and

(f) be accompanied by a certified copy of the business entity’s registration documents.

(3) The Controller may set special conditions for a temporary wholesale licence according to the circumstances presented in the application contemplated in subregulation (2).

Amendment of wholesale licence

14. (1) A licensed wholesaler may apply, in writing, to the Controller for a licence to be amended by—
(a) specifying the amendment sought; and

(b) providing reasons for seeking such an amendment.

(2) The Controller must consider the request contemplated in subregulation (1) and may issue an amended licence: Provided that-

(a) the amendment will not affect any rights, debts, liabilities or obligations of the licensee, nor render defective any legal proceedings by or against the licensee, and any legal proceedings that could have been continued or commenced by or against the licensed wholesaler prior to such change; and

(b) the applicant has paid the amendment licence fee determined in Annexure B.

Documents to be submitted in support of wholesale licence application

15. (1) An applicant for a wholesale licence must submit—

(a) a certified copy of the applicant's identity document if the applicant is a natural person and, in the case of a non-South African citizen, a permanent residence permit or employment permit and proof of residence in South Africa, or proof of domicile in South Africa, as the case may be;

(b) certified copy of the business entity's registration documents, if the applicant is a corporate entity or a trust;

(c) a declaration by applicant stating that the applicant is in compliance with the Charter or a statement of the applicant's plans to meet the requirements of the Charter;

(d) a declaration by an applicant in respect of whom section 2D of the Act is applicable, stating that the applicant is in compliance with the Act, these Regulations and all other national, provincial and local government laws applicable for the operation of the activity concerned that are in force at the time the application is made.
(e) a list of all storage and distribution facilities intended to be used, including shared storage and distribution facilities, with specific reference to—

(i) the location;

(ii) the capacity;

(iii) the ownership, including the ownership of the land on which the storage facilities are situated, and, in the case of shared ownership, the basis of sharing; and

(iv) the names of other wholesalers sharing the same facilities.

(2) The information required in terms of subregulation (1)(e) must be provided in respect of the different petroleum products which are to be stored.

Documentation to be submitted to Controller upon successful application

16. When an application has been successful, and upon request from the Controller, the applicant must—

(a) submit proof of payment of the relevant licence fee determined in Annexure B to the Controller; and

(b) in the case of a person in respect of whom section 2D of the Act is not applicable—

(i) submit an environmental management plan; and

(ii) provide proof of financial provision for the purposes of rehabilitation of the environment affected by the wholesaling activities upon cessation of such activities.

Information to be submitted annually to Controller by licensed wholesaler

17. A licensed wholesaler must submit to the Controller, in the form contained in Annexure A, not later than the end of February of each year, the following information in respect of the preceding calendar year:

(a) A declaration that the ownership of the licensed activity has not changed;
(c) the volumes of each type of petroleum product purchased and sold within the Republic of South Africa;

(d) the volumes of each type of petroleum product purchased and sold outside the Republic of South Africa;

(e) the number of employees distinguished by race, gender and disability;

(f) information necessary for the regulation of prices of petroleum products;

(g) progress and an updated plan in respect of compliance with the objectives of the Charter; and

(h) with regard to training of persons in the employ of the licensed wholesaler, a report on-

   (i) the number of them trained in general; and  

   (ii) the number and title of qualifications obtained by them which are accredited by the South African Qualifications Authority established in terms of the National Qualifications Framework Act, 1995 (Act No. 58 of 1995).

Application for duplicate wholesale licence

18. (1) When a wholesale licence has been lost, damaged or destroyed the licensed wholesaler must apply to the Controller for a duplicate thereof;

(2) An application contemplated in subregulation (1) must be accompanied by-

   (a) an affidavit stating the reason or reasons for the application;

   (b) a certified copy of the applicant's identity document if the applicant is an individual;

   (c) a certified copy of the business entity's registration documents, if the applicant is a corporate entity, trust or association;
(d) the licence number of the licence that has been lost, damaged or destroyed; and

(e) proof of payment of the duplicate licence fee determined in Annexure B.

Surrender of licence

19. A licensed wholesaler may, at any time, by written notice surrender a licence to the Controller.

Suspension and cancellation of licence

20. (1) If a licensed wholesaler fails to comply with any provision of the Act or these Regulations, or any condition of a licence, or contravenes any such provision or condition, the Controller may, notwithstanding any other penalty, which may be imposed under the Act or any other law, and subject to subregulation (2), suspend or cancel the licence.

(2) The Controller may not suspend or cancel a licence unless -

(a) the licensed wholesaler has been informed in writing of the intention to cancel or suspend such licence—

(i) setting out the particulars of the alleged failure or contravention; and

(ii) calling upon the licensed wholesaler to make the representations to the Controller that may be necessary within 30 days after the date of that notice.

(b) The Controller has considered—

(i) steps taken by the licensed wholesaler to remedy the alleged failure or contravention concerned or to prevent any such failure or contravention from being repeated; and

(ii) any other relevant matter submitted by way of the representations contemplated in paragraph (a)(ii).
Termination of licence

21. (1) A licence ceases to be valid if –

(a) the licence is surrendered to the Controller;

(b) the licence is cancelled by the Controller in accordance with regulation 20(2); or

(c) the licensed activity is no longer a going concern.

(2) If a licence has ceased to be valid, the licensed wholesaler must surrender the licence to the Controller within a period of 14 days, from the date of receipt of the notification in which the licensed wholesaler is informed that the licence is no longer valid.

Decision-making by Controller

22. The Controller must make any decision required to be made by the Controller in these Regulations, within a period of 90 days: Provided that-

(1) in the case of an application for a licence by an applicant in respect of whom section 2D of the Act is applicable, the period commences from the date of acceptance of the application;

(2) in the case of an application for a licence by an applicant in respect of whom section 2D of the Act is not applicable, the period must commence from the date of receipt of proof of publication of the notice as contemplated in regulation 4(5); and

(3) in the first six months after the commencement of these Regulations, the period is 250 days.

Refusal to issue licence

23. If the Controller declines to issue any licence that may be issued under these Regulations, the applicant must be informed in writing, with reasons, of that decision.

Appeals

24. The period contemplated in section 12A(3) of the Act is 90 days
False declarations

25. The Controller may revoke or amend any decision or the award of any licence that was influenced by a false declaration, including any material non-disclosure, in accordance with regulation 20(2).

Additional information

26. The Controller may request the additional information from an applicant that may be necessary to enable the Controller to make a decision regarding the issuing of a licence.

27. The Controller may request additional information from a licensee that may be necessary for regulatory purposes.

Publication of data by Controller

28. The Controller must, not later than 12 months after the commencement of the Amendment Acts, and thereafter the end of June and December of each year, within 30 days of the end of those months, publish data on-

(a) the number of valid wholesale licences;
(b) the number of valid wholesale licences held by historically disadvantaged South Africans;
(c) the number of wholesale licences issued in the calendar year concerned;
(d) the number of lapsed wholesale licences in the calendar year concerned; and
(e) the licence numbers of all valid licences.
ANNEXURE A: FORMS
# APPLICATION FOR WHOLESALE LICENCE

**PETROLEUM PRODUCTS ACT 120 OF 1977 AS AMENDED. PETROLEUM PRODUCTS WHOLESALE LICENCE REGULATIONS 2006**

1. Read regulations before completing this application form.
2. Use capital letters and where applicable mark with a ☐.
3. Indicate if application is for an existing operation (conversion licence) or a new operation application (new licence).

<table>
<thead>
<tr>
<th>Conversion Licence</th>
<th>New Licence</th>
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## SECTION 1: APPLICANTS DETAILS

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<tr>
<th>Registered Name in Full</th>
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<tbody>
<tr>
<td>Trade Name in Full</td>
<td></td>
</tr>
<tr>
<td>Postal Address of Registered Office</td>
<td></td>
</tr>
<tr>
<td>Postal Code</td>
<td></td>
</tr>
<tr>
<td>Physical Address of Registered Office</td>
<td></td>
</tr>
<tr>
<td>Postal Code</td>
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<table>
<thead>
<tr>
<th>Business Tel. No. (Include Code)</th>
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<tbody>
<tr>
<td>Fax No. (Business)</td>
<td></td>
</tr>
<tr>
<td>Mobile Phone</td>
<td></td>
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<tr>
<td>E-mail Address</td>
<td></td>
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</tbody>
</table>
ENTER DETAILS OF DESIGNATED PERSON OF THE ENTITY (IN CASE OF INDIVIDUAL, ENTER APPLICANT DETAILS)

<table>
<thead>
<tr>
<th>TITLE</th>
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<tbody>
<tr>
<td>FAMILY NAME</td>
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<tr>
<td>FIRST NAME</td>
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<tr>
<td>IDENTITY NO.</td>
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</tbody>
</table>

SECTION 2: APPLICANT'S BUSINESS DETAILS
Indicate by cross ☐ type of entity or specify in "other"

- ☐ LIMITED LIABILITY COMPANY
- ☐ CLOSE CORPORATION
- ☐ SOLE TRADER
- ☐ INDIVIDUAL
- ☐ PARTNERSHIP
- ☐ BODY CORPORATE
- ☐ TRUST
- ☐ OTHER

IF OTHER (SPECIFY)

REGISTRATION NUMBER

TAX NUMBER

INDICATE OWNERSHIP BY HISTORICALLY DISADVANTAGED SOUTH AFRICANS (HDSA's) IN PERCENTAGE

PHYSICAL ADDRESS (where wholesaling operations are/will be based)

| STREET NAME 1 |  |
| STREET NAME 2 |  |
| STREET NO. |  |
| SUBURB |  |
| TOWN/CITY |  |
| POSTAL CODE |  |
| MUNICIPAL AREA/LOCAL AUTHORITY |  |
INDICATE PROVINCE WHERE THE WHOLESALING ACTIVITIES WILL BE CARRIED OUT

- EASTERN CAPE  
- FREE STATE  
- GAUTENG  
- KWAZULU-NATAL  
- LIMPOPO  
- MPUMALANGA  
- NORTHERN CAPE  
- NORTH WEST  
- WESTERN CAPE

SECTION 3: VOLUMES SOLD BY APPLICANT
VOLUMES (LITRES) SOLD IN LAST CALENDAR YEAR.
(For wholesaling operations that existed before 31 March 2006)

<table>
<thead>
<tr>
<th>Product</th>
<th>Volume (Litres)</th>
</tr>
</thead>
<tbody>
<tr>
<td>PETROL</td>
<td></td>
</tr>
<tr>
<td>DIESEL</td>
<td></td>
</tr>
<tr>
<td>ILLUMINATING PARAFFIN</td>
<td></td>
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<tr>
<td>AVIATION GASOLINE</td>
<td></td>
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<tr>
<td>LIQUIFIED PETROLEUM GAS</td>
<td></td>
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<tr>
<td>JET FUEL</td>
<td></td>
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<tr>
<td>BIOFUELS</td>
<td></td>
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</table>
DOCUMENTS TO BE ATTACHED WITH THE APPLICATION FOR A WHOLESALE LICENCE

1. A certified copy of the applicant’s identity document, if the applicant is a natural person, and in the case of a non-South African citizen, permanent residence permit or employment permit and proof of residence in South Africa, or proof of domicile in South Africa, as the case may be.

   OR

   a certified copy of the business entity’s registration documents, if the applicant is a corporate entity or a trust.

2. A declaration by the applicant stating that the applicant is in compliance with the Charter of a statement of its plans to meet the requirements of the Charter.

3. A declaration by the applicant, who qualifies in terms of Section 2D of the Act, that the applicant is in compliance with all national, provincial and local government legal requirements applicable for the operation of the activity concerned that are in force at the time the application is made.

4. A list of all storage and distribution facilities intended to be used, including shared storage and distribution facilities, with specific reference to-
   a. the location;
   b. the capacity;
   c. the ownership, including the ownership of the land on which the storage facilities are situated, and, in the case of shared ownership, the basis of sharing; and
   d. the names of other wholesalers sharing the same facilities.

   The information required in terms of attachment number 5 must be provided in respect of the different prescribed petroleum products which are to be stored.

5. If necessary, the original or certified copy of a declaration by the applicant giving reasons why any attachment required is not provided.
DECLARATION

I (full names) ........................................................................................................ hereby declare that all information provided herein is within my personal knowledge and that-

a) I am duly authorised to make this declaration;

b) I am the designated person responsible for this licence and any conditions attached thereto;

c) I have read and understood the regulations related hereto, with specific reference to Regulation 25 regarding any false declaration; and

d) all information provided herein is to the best of my knowledge true and correct.

Signed at: ..............................(place) on this....... day of ........................... (month)

...................... (year)

.............................................
Signature

I certify that the deponent-

(a) has acknowledged that he/she knows and understands the contents of this application form and its annexures, that he/she has no objection to taking the prescribed oath and that he/she considers the oath binding on his/her conscience; and

(b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at ..............................(place) on this ............ day of .................................(month).............................. (year).

COMMISSIONER OF OATHS

Name: ........................................................................................................

Address: ......................................................................................................

Capacity: ......................................................................................................
NOTE: If this application form is completed electronically it must be printed out, signed before a Commissioner of Oaths and submitted with the necessary supporting documents to the address below.

Submit this form to:-

Controller of Petroleum Products
Department of Minerals and Energy
Private Bag X59
Pretoria
0001

Or

Controller of Petroleum Products
Department of Minerals and Energy
Mineralia Centre
234 Visagie Street
Pretoria
0001

Enquiries
Contact: Help Desk
Contact No.: (012) 317 8982
Fax No.: (012) 322 8570
E-Mail: petroleum.controller@dme.gov.za
### Wholesale Licence Annual Information (Submission Form)

**Petroleum Products Act 130 of 1977 as Amended - Petroleum Products Wholesale Regulations 2006**

**INSTRUCTIONS**

1. Read the regulations before completing this application form.
2. Use capital letters and where applicable mark with an `X`.

<table>
<thead>
<tr>
<th>REGISTERED NAME IN FULL</th>
<th>TRADE NAME IN FULL</th>
</tr>
</thead>
</table>

**Enter details of contact member/entity**

- **Title**
- **Family Name**
- **First Name**
- **Identity No.**

**Section 2: Complete if there is a change in licensee’s particulars**

- **Trade Name in Full**
- **Postal Address of Registered Office**
- **Post Code**
- **Business Tel No.**
- **(Include Code)**
MOBILE PHONE NUMBER

FAX NO. (INCLUDE CODE)

E-MAIL ADDRESS

SECTION 3 COMPLETE? THERE HAS BEEN A CHANGE OF DESIGNATED PERSON OF THE ENTITY (IN CASE OF INDIVIDUAL, ENTER APPLICANT'S DETAILS)

TITLE

FAMILY NAME

FIRST NAME

IDENTITY NO.

SECTION 4 INFORMATION TO BE COMPLETED IN RESPECT OF VOLUMES (LITRES) PURCHASED WITHIN THE REPUBLIC OF SOUTH AFRICA IN THE LAST CALENDAR YEAR

PETROL

DIESEL

ILLUMINATING PARAFFIN

AVIATION GASOLINE

LIQUID PETROLEUM GAS

JET FUEL

BIOFUELS
VOLUMES (LITRES) SOLD WITHIN THE REPUBLIC OF SOUTH AFRICA IN LAST CALENDAR YEAR

<table>
<thead>
<tr>
<th>Fuel Type</th>
<th>Petrol</th>
<th>Diesel</th>
<th>Illuminating</th>
<th>Gasoline</th>
<th>Liquefied</th>
<th>Aviation Gasoline</th>
<th>Jet Fuel</th>
<th>Biodiesel</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

INDICATE NUMBER OF EMPLOYEES BY RACE, GENDER AND DISABILITY

BLACK EMPLOYEES:
- MALE
- FEMALE
- DISABLED

COLOURED EMPLOYEES:
- MALE
- FEMALE
- DISABLED
INDIAN EMPLOYEES:

<table>
<thead>
<tr>
<th></th>
<th>MALE</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FEMALE</td>
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<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>DISABLED</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

WHITE EMPLOYEES:

<table>
<thead>
<tr>
<th></th>
<th>MALE</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FEMALE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>DISABLED</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TOTAL NUMBER OF EMPLOYEES

|   |   |   |   |   |

INDICATE OWNERSHIP BY HISTORICALLY DISADVANTAGED SOUTH AFRICANS (HDSA's) IN PERCENTAGE

|   |   | % |
**DOCUMENTS TO BE ATTACHED WITH THE SUBMISSION OF THE WHOLESALE ANNUAL INFORMATION**

1. A declaration by the licensee that the ownership of the licensed activity has not changed.

2. The volumes of each prescribed petroleum products purchased and sold outside of the Republic of South Africa.

3. A declaration by the applicant stating that the applicant is in compliance with all national, provincial and local government legal requirements.

4. The volumes of each prescribed petroleum products purchased and sold outside of the Republic of South Africa.

5. A progress and an updated plan in the respect of complying with the objectives of the Charter.

6. A report on the training and the number and title of the qualifications obtained by learners employed by the licensed wholesaler.
DECLARATION

I (full names) ................................................................. hereby declare that all information provided herein is within my personal knowledge and that-

a) I am duly authorised to make this declaration;

b) I am the designated person responsible for this licence and any conditions attached thereto;

c) I have read and understood the regulations related hereto, with specific reference to Regulation 25 regarding any false declaration; and

d) all information provided herein is to the best of my knowledge true and correct.

Signed at. .........................(place) on this ........... day of .........................(month)

......................... (year)

.............................................
Signature

I certify that the deponent-

(a) has acknowledged that he/she knows and understands the contents of this application form and its annexures, that he/she has no objection to taking the prescribed oath and that he/she considers the oath binding on his/her conscience; and

(b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at ......................... (place) on this ............. day of .........................(month) .................(year).

COMMISSIONER OF OATHS

Name: .................................................................

Address: .................................................................

Capacity: .................................................................
NOTE: If this application form is completed electronically it must be printed out, signed before a Commissioner of Oaths and submitted with the necessary supporting documents to the address below.

Submit this form to:-

Controller of Petroleum Products
Department of Minerals and Energy
Private Bag X69
Pretoria
0001

Or

Controller of Petroleum Products
Department of Minerals and Energy
Mineralia Centre
234 Visagie Street
Pretoria
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Enquires
Contact: Help Desk
Contact No.: (012) 317-8982
Fax No.: (012) 322-8570
E-Mail: petroleum.controller@dme.gov.za
1. READ REGULATIONS BEFORE COMPLETING THIS APPLICATION FORM.

2. USE CAPITAL LETTERS AND WHERE APPLICABLE MARK WITH A @.

Department:

[Indicate name of department]

REPUBLIC OF SOUTH AFRICA

RETAIL/WHOLESALE/MANUFACTURING LICENCE NUMBER

[Blank space for licence number]

ENTER FULL NAME OF TEMPORARY LICENCE APPLICANT IF AN INDIVIDUAL.

NOTE: In the event that a corporate entity or partnership, trust or body other than an individual makes the application, state here the personal particulars of the person authorised to make the application on behalf of such body.

TITLE

[Blank space for title]

FAMILY NAME

[Blank space for family name]

FIRST NAME

[Blank space for first name]

IDENTITY NO.

[Blank space for identity number]

INDICATE REASONS WHY APPLICANT (ABOVE) IS THE APPROPRIATE PERSON TO BE ISSUED WITH A TEMPORARY LICENCE

[Blank space for reasons]
SECTION 2: COMPLETE REASONS FOR APPLICATION AND INCLUDE MOTIVATIONS FOR A TEMPORARY LICENCE
DOCUMENTS TO BE ATTACHED TO THIS APPLICATION FORM

1. A certified copy of the applicant's identity document, if the applicant is a natural person, and in the case of a non-South African citizen, permanent residence permit or employment permit and proof of residence in South Africa, or proof of domicile in South Africa, as the case may be.

OR

a certified copy of the business entity's registration documents, if the applicant is a corporate entity or a Bus.
DECLARATION

I (full names).................................................................................................. hereby declare
that all information provided herein is within my personal knowledge and that-

a) I am duly authorised to make this declaration;

b) I am the designated person responsible for this licence and any conditions attached thereto;

c) I have read and understood the regulations related hereto, with specific reference to regulation 34 (retail licence), regulation 25 (wholesale licence) and regulation 27 (manufacturing licence) regarding any false declaration; and

d) all information provided herein is to the best of my knowledge true and correct.

Signed at....................... (place) on this........day of.................... (month)..............................-(year)

............................................
Signature

I certify that the deponent-

(a) has acknowledged that he/she knows and understands the contents of this application form and its annexures, that he/she has no objection to taking the prescribed oath and that he/she considers the oath binding on his/her conscience; and

(b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at ............................... (place) on this .............day of ..................................(month).............................. (year).

____________________________________
COMMISSIONER OF OATHS

Name: .......................................................................................................................

Address: ..................................................................................................................

Capacity: ..................................................................................................................

iv
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E-Mail: petroleum.controller@dme.gov.za
### Wholesale licence fee
<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wholesale licence fee</td>
<td>R1000</td>
</tr>
<tr>
<td>Annual wholesale licence fee</td>
<td>R500</td>
</tr>
<tr>
<td>Duplicate licence fee</td>
<td>R500</td>
</tr>
<tr>
<td>Temporary licence fee</td>
<td>R500</td>
</tr>
<tr>
<td>Licence amendment fee</td>
<td>R500</td>
</tr>
</tbody>
</table>

Payment must be deposited into the following relevant regional account, corresponding to the region where the licensed activity is or is anticipated to be located—

**Bank:** ABSA Bank  
**Account holder:** Department of Minerals and Energy Petroleum Products

Include your reference number, which will be provided by the Controller, on the deposit slip.

<table>
<thead>
<tr>
<th>Bank Account Number</th>
<th>ABSA, Branch Name</th>
<th>Special Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>40-5916-0483</td>
<td>Parktown</td>
<td>Gauteng Sub Deposit Account</td>
</tr>
<tr>
<td>40-5916-0572</td>
<td>Klerksdorp</td>
<td>North West Sub Deposit Account</td>
</tr>
<tr>
<td>40-5916-0603</td>
<td>Pietersburg</td>
<td>Limpopo Sub Deposit Account</td>
</tr>
<tr>
<td>40-5916-0637</td>
<td>Kimberley</td>
<td>Northern Cape Sub Deposit Account</td>
</tr>
<tr>
<td>40-5916-0687</td>
<td>Port Elizabeth</td>
<td>Eastern Cape Sub Deposit Account</td>
</tr>
<tr>
<td>40-5916-0776</td>
<td>Heerengracht</td>
<td>Western Cape Sub Deposit Account</td>
</tr>
<tr>
<td>40-5916-4128</td>
<td>Dundee</td>
<td>Kwa-Zulu Natal Sub Deposit Account</td>
</tr>
<tr>
<td>40-5916-4233</td>
<td></td>
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</tr>
<tr>
<td>40-5916-4275</td>
<td>Witbank</td>
<td>Mpumalanga Sub Deposit Account</td>
</tr>
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</table>