

Application No	
License No	

Postal and Telecommunications Regulatory Authority of Zimbabwe

APPLICATION FOR LICENSING AS A COURIER SERVICES OPERATOR

- 1 NAME OF APPLICANT: (include company Certificate of Incorporation)
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- 2 ADDRESS AND TELEPHONE NUMBER OF APPLICANT:
 - a) Postal address:
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 - b) Physical address:
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 - c) Telephone:
 - d) Fax:
 - e) E-mail:
- 3 COURIER SERVICE APPLIED FOR:
 - a) International courier
 - b) Domestic courier

[Delete inapplicable]

- 4 COMPANY PROFILE (list shareholders, shareholding and directors, including nationalities and addresses):

Shareholder	Nationality/Address	Shareholding
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Director	Nationality/Address
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- 5 SHAREHOLDING (state level of foreign ownership in the company):

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- 6 Name, address, nationality, qualifications and experience of chief executive officer:

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- 7 Names, addresses, nationalities and qualifications of senior managers who would be involved in the project if application is successful:

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- 8 Names, addresses and qualifications of auditors and lawyers in Zimbabwe:

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- 9 Indicate applicant's shareholding (if any) of 10% or more in another courier licensee:

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- 10 Indicate level of insurance cover for customer services:

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- 11 Scope of service (to include nature of service, premises, transport arrangements, insurance and customer assistance):

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- 12 Provide your project proposal, typed or printed, written in English, bound and in 10 copies.

- 13 The business plan, including:

a) Market analysis and projections

b) Particulars of financial resources to be applied to project

- c) Tariff proposals
 - d) Cash flow projections for 1 year
 - e) Experience in the provision of similar services
- 14 The licensee shall pay the following fees to the Authority:
- a) An initial once-off licence fee providing that an operator of both international and domestic courier service will pay the fees for International;
 - b) An annual licence fee of 2% of gross turnover, payable monthly on or before the 10th of the following month.
 - c) An annual contribution of 2% of monthly gross turnover as a direct contribution to the Universal Services Fund payable monthly on or before the 10th of the following month.
- 15 Has the applicant or any of its associate ever been censured, disciplined, penalized, suspended, prosecuted, convicted, warned as to conduct, investigated or subjected to proceedings by or at the instance of any governmental agency, regulatory authority or professional association within or outside Zimbabwe, whether in connection with its banking activities or otherwise? YES/ NO. If yes, provide details.
- 16 Has the applicant or any of its associates ever been or is now the subject of any litigation, in Zimbabwe or elsewhere, which may have a material effect on its resources?
- 17 Has the applicant or any of its associates failed to satisfy within one year any judgment debt issued in Zimbabwe or elsewhere? YES/ NO. If yes, provide details.
- 18 Has the applicant or any of its associates ever: been adjudged insolvent by a court, in Zimbabwe or elsewhere? (YES/ NO); been served with an insolvency petition or petition for its compulsory winding-up within the last 10 years in Zimbabwe or elsewhere? (YES/ NO); made any compromise with its creditors? (YES/ NO); had any liquidator, receiver of property or judicial manager (final or provisional) appointed in relation to its property? (YES/ NO); instituted proceedings for its voluntary winding up within the last 10 years in Zimbabwe or elsewhere? (YES/NO). If the answer to any of the questions is yes, provide details.

17 Declaration

We, the undersigned chief executive officer and members of the Board of Directors of the applicant, do hereby certify that –

- a) All information given in response to and in support of the questions of this application is true and correct to the best of our knowledge and belief;
- b) This application is made in good faith with the purpose and intent that the affairs and business of the applicant will at all times be honestly conducted in accordance with good and sound business principles and in full compliance with all applicable laws and lawful directives from the Authority.

We further certify that to the best of our knowledge and belief there are no other facts or information relevant to this application of which the Authority should be aware, and we pledge to promptly inform the Authority of any changes material to this application which may arise while it is being considered by the Authority. We hereby authorize the Authority and any of its authorized staff to make an inquiry or obtain any information from any source for the purpose of determining the correctness of all representations made in connection with this application or of assessing its merits.

Chairman of the Board (print name)

(Signature).....

Chief Executive Officer (print name)

(Signature).....

Director (print name)

(Signature)

Official Use Only

Application feeReceipt No.

License fee..... Receipt No.

Recommended by Signature Date

Approved bySignature Date