



LIQUID FUELS AND GAS (PRODUCTION AND SUPPLY) ACT

(Cap. 50:03)

LIQUID FUELS AND GAS (PRODUCTION AND SUPPLY)

REGULATIONS 2008

(reg.24)

FIRST SCHEDULE, PART III

**APPLICATION FOR LICENCE TO TRANSPORT LIQUID FUELS AND GAS**

**SECTION A**

FORM LFG 3

**PARTICULARS OF APPLICANT**

- A.1 Full Name of Applicant .....
- .....
- A.2 Address of applicant, or in the case of a body corporate, the registered office
- .....
- .....
- A.3 Telephone Number of Applicant .....
- A.4 Fax Number of Applicant .....
- A.5 E-mail of Applicant .....
- A.6 Contact Person
- Name .....
- Telephone No. ....
- Fax No. ....
- E-mail .....
- A.7 Legal Personality of applicant .....
- .....
- A.8 If the Applicant is a registered company or organisation, enclose the following:
- (a) Full names of shareholders and their holding percentages;
  - (b) Full names and occupations of Directors;
  - (c) Certificate of Incorporation;
  - (d) Memorandum and Articles of Association/ Trust Deed or Constitution; and
  - (e) Past experience in transporting Liquid Fuels or Gas or any other dangerous cargo.

**SECTION B**

**COMMENCEMENT DATE OF LICENCE**

B. Desired date from which the licence (if granted) is to take effect.

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**SECTION C**

**PROOF OF OWNERSHIP OR ACQUISITION OF APPROVED MOTOR VEHICLES**

C. Proof of applicant’s ownership or acquisition of approved motor vehicles for the transportation of liquid fuels and gas attaching certified copies of the following in respect of each and every motor vehicle intended for use thereof:

- (a) Motor Vehicle Registration Certificate;
- (b) Motor Vehicle Licensing Certificate;
- (c) Motor Vehicle Certificate Fitness; and
- (d) Motor Vehicle’s total holding capacity.

**SECTION D**

**TRANSPORT ROUTES**

Submit a detailed statement of preferred transportation routes to be operated by the Applicant and the estimated quantities of liquid fuels and gas to be transported via each route per month.

**SECTION E**

**FINANCIAL INFORMATION**

**E.1 Income Statement**

Provide statements and one-year business plan stating the proposed investment plan replete with projected sales and cash flow statements, profit and loss balance sheet and market projections. Attach copies of the current and/or budgeted balance sheet, rate of return, profit and loss account and source and application of funds for current and next five years. Indicate major cost items such as staff as staff costs, maintenance etc.

E.2 **Investment Programme**

Provide an Investment Programme for current year and means of financing the operations.

E.3. **Fixed Assets**

Provide the Applicant's summary of total assets available and intended for use in the production process. This information should be accompanied by a certificate of verification from certified public accountants.

E.4 **Audited Accounts**

Provide copies of the latest audited accounts of the applicant.

E.5 **Bank Reference Letter**

In the case of an Applicant registered in Malawi, attach copy of a letter of recommendation of the Applicant's credit worthiness from at least one commercial local bank.

In the case of an Applicant who is foreign owned, attach a copy of a letter of recommendation of the Applicant's credit worthiness from at least one reputable commercial bank and one reputable international bank.

## SECTION F

### **INFORMATION ON HUMAN RESOURCES**

F. **Personnel**

- (a) Submit details of the number of staff and employees and their categories and grades in the service of or to be recruited by the applicant, showing their qualifications and number of years of experience in similar jobs.
- (b) Provide *curriculum vitae* of top management personnel of the applicant.

**SECTION G**

**PERMITS FROM OTHER GOVERNMENT DEPARTMENT OR REGULATORY AUTHORITIES**

Submit copies of the following permits or approvals issued by public or local authorities or other regulatory agencies:

- (a) Certificate of Registration of Workplace under the Occupational Safety, Health and Welfare Act, Cap 55:07;
- (b) Proof that motor vehicles do comply with the Road Traffic Act (Cap. 69.01) of the Laws of Malawi; and
- (c) any other certificates or permits.

**SECTION H**

**ADVERTISING NOTICE**

Attach a draft copy of the notice of advertisement as to representations or objections.

**SECTION I**

**ENVIRONMENTAL CONSIDERATION**

Provide a brief description of the likely negative impact of the motor vehicles on natural resources and environment and mitigation measures proposed.

**SECTION J**

**ADDITIONAL INFORMATION**

Please provide any other information which the applicant wishes to include with this application  
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