



REPUBLIC OF BOTSWANA

**Form 4**

**TRADE ACT  
(Act No.5 of 2004)**

(reg.34 (2))

**APPLICATION FOR RENEWAL OF TRADE LICENCE**

**Date.....**

**Name and Address of the applicant.....**

.....

**Physical address of the company.....**

**Name of the manager and directors.....**

.....

**Name of share holders.....**

.....

**Name and address of the company secretaries.....**

.....

**No. of current licence..... Issued at.....**

**On the.....Day of.....20.....**

**Is the business operating? Yes ..... No.....**

**If no, why not.....**

**Has the owner/manager been convicted of any offence under the trade act during the last 12 months?**

**Yes.....No.....**

**If Yes, state the nature of offence.....**

**I declare that the information given above is true to the best of my knowledge and belief**

**Signature of applicant..... Date.....**

**FOR OFFICIAL USE ONLY**

**Date Renewal application received.....**

**Date renewal application approved /rejected.....**

**If rejected, reason (s) for rejection.....**

.....

**Licensing Officer**

**For renewal of trading licence, submit the following:**

- 1. A completed renewal form.**
- 2. An environmental Health Report for the premises.**