

DEALER LICENCE REQUIREMENTS

- TRADING LICENCE FROM THE LOCAL AUTHORITY
- ZRA TAX CLEARANCE
- CERTIFICATE OF INCORPORATION OF THE COMPANY
- APPLICATION FORM

PAY K1,080,000.00 FOR THE DEALER LICENCE VALID FOR ONE YEAR

- PAY K149,940.000 FOR EACH TOKEN

CHANGE OF OWNERSHIP REQUIREMENTS

1. ORIGINAL LETTER OF SALE OR DONATION (If one of or both parties are an organization, the letter/s must be printed on headed paper and must be signed and stamped)
2. ORIGINAL REGISTRATION CERTIFICATE (WHITE BOOK)
3. PHYSICAL INSPECTION REPORT (from any RTSA motor vehicle inspection centre, for example MIMOSA for Lusaka residents. The application form is issued at K46.80)

4. POLICE REPORT FROM THE ANTI-THEFT OF MOTOR

VEHICLES DEPARTMENT (for Lusaka residents, this report may only be obtained from Central Police in Room E13 at K168)

5. I.D. COPIES OF BOTH SELLER AND BUYER (Certificate of [Incorporation if seller](#) or buyer is an organization)
6. TAX CLEARANCE CERTIFICATE FROM ZRA (the Tax Clearance will be issued specifically for the purpose of change of ownership and that will be mentioned on the certificate/letter)
7. CHANGE OF OWNERSHIP APPLICATION FORM WELL

COMPLETED (this application form must be signed by both buyer (part I) and seller (part H). In case of organizations, an official stamp must be endorsed)

8. ENSURE THAT ROAD TAX IS VALID
9. REQUIRED PAYMENT IS K433.80 (Please note that electronic point of sale machines are available at the RTSA Lumumba

Station in case electronic payment is preferred)

CHANGE OF COLOUR

1. GENERAL AFFIDAVIT (from any Commissioner of Oath, for example a Lawyer)

2. PHYSICAL INSPECTION REPORT (from any RTSA motor vehicle inspection center, for example MIMOSA for Lusaka [residents](#). The [application](#) form is issued at K46.80 from any [RTSA office](#))
3. POLICE REPORT FROM THE ANTI-THEFT OF MOTOR VEHICLES DEPT (for
4. Lusaka residents, this report may only be obtained from Central Police in Room
5. E13 at a fee of K168)
6. Owner's i.d. Copy or certificate of incorporation if owner is an organization
7. ORIGINAL REGISTRATION CERTIFICATE (WHITE BOOK)
8. LETTER OF AUTHORISATION FROM OWNER IF APPLICANT IS
9. THIRD PARTY (applicant must present identity)

N.B. If the motor vehicle has an endorsement of absolute owner, proof of consent from absolute owner must be presented

REQUIREMENTS FOR REPLACEMENT OF REGISTRATION CERTIFICATE

(COMMONLY KNOWN AS WHITE BOOK)

[The Registration Certificate](#) must be presented when performing any transaction relating to the particular motor vehicle. If the certificate is lost, the following must be presented for its replacement:

1. GENERAL AFFIDAVIT (from any Commissioner of Oath, for example a Lawyer)
2. PHYSICAL INSPECTION REPORT (from any RTSA motor vehicle inspection centre, for example MIMOSA for Lusaka residents. The application form is issued at K46.80 from any RTSA office)
3. POLICE REPORT FROM THE ANTI-THEFT OF MOTOR VEHICLES DEPARTMENT (for Lusaka residents, this report may only be obtained from Central Police in Room E13 at a fee of K168)
4. OWNER'S I.D. COPY OR CERTIFICATE OF INCORPORATION IF OWNER IS AN ORGANISATION
5. LETTER OF AUTHORISATION FROM OWNER IF APPLICANT IS THIRD PARTY (applicant must present identity)

6. COST: K216.90 (Electronic point of sale machines are available at RTSA Lumumba office)

N.B. If the motor vehicle has an endorsement of absolute owner, proof of consent from absolute owner must be presented INTERPOL INSPECTION

TOWNS

- CHIPATA
- LIVINGSTONE
- LUSAKA
- MONGU
- KABWE
- NDOLA
- KITWE
- KASAMA
- NAKONDE

COLOUR CODE

In terms of statutory Instrument 39 of 2013 of the Road Traffic Act number 11 of 2002, all Mini Buses and Taxis are to be rebranded effective 31st August 2013.

CONDITIONS:

1. All Passenger Public Service Vehicles will be painted with high intensive reflective ribbon, which shall be ten centimetres in width, pasted from the front to the rear on the mid-section of both sides of the vehicles
2. Taxis will further be fitted with an illuminating lamp and display the designated taxi fleet code
3. Operators who own a fleet of more than 30 vehicles may apply to the Director of the Road Transport and Safety Agency (RTSA) to be exempted from the provisions of this regulation
4. Luxury coaches will be exempted from the above provisions of colour specification.

5. For all passenger public service vehicles that are already painted in the colour blue code, they will be given amnesty or grace period of [one year to migrate to the](#) new colour code from date of effect of the [new regulation](#).

6. A passenger public service vehicle shall be registered with the RTSA and shall be issued with a fleet code by the Director which shall be clearly inscribed on the front doors of the vehicle in visible letters in a font of two centimeters width and ten centimeters in height.

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| Lusaka Province | |
| Central Province | |
| Copper belt Province | |
| North-western Province | |
| Western Province | |
| Luapula Province | |
| Eastern Province | |
| Northern Province | |
| Muchinga Province | |
| Southern Province | |
| FITNESS CERTIFICATE | |

| No | Engine Capacity | 1 quarter | 2 quarter | 3 quarter | Full quarter |
|----|-------------------|---------------------------|-----------|-----------|--------------|
| 1 | Motor Cycles | 12 | 24 | 36 | 50 |
| 2 | 0 to 1500cc | 12.5 | 25 | 37.5 | 50 |
| 3 | 1501 to 2000cc | 25 | 50 | 75 | 100 |
| 4 | 2001 to 3000cc | 37.5 | 75 | 112.5 | 150 |

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|---|----------|----|-----|-----|-----|
| 5 | 3001cc + | 50 | 100 | 150 | 200 |
|---|----------|----|-----|-----|-----|