

SCHEDULE E

SPECIMEN NEW ENTRANT APPLICATION FORMS

APPLICATION NUMBER: ☐ lock the app no.

DEPARTMENT OF ENVIRONMENTAL AFFAIRS AND TOURISM

BRANCH: MARINE AND COASTAL MANAGEMENT



Hake Deep Sea Trawl

Long Term Rights Allocation Process: 2005**Cluster A****Application Form For: New Entrants**

Registered Name of Applicant

Company Registration Number
orClose Corporation Registration
Number

Principal Place of Business

Number of Vessels Nominated

IMPORTANT INFORMATION**INSTRUCTIONS****GENERAL**

- 1) This application form must be read together with these Instructions, the Explanatory Notes, the Schedules to the application form and the Procedures for Independent Auditors (available on the Public Accountants' and Auditors' Board website, www.paab.co.za or www.saica.co.za).
- 2) When completing the application form, applicants are advised to read carefully the General Policy on the Allocation and Management of Long Term Fishing Rights, as well as the applicable Fishery Specific Policy. These policies are available at www.mcm-deat.gov.za. The policies guide the Minister or his delegate when considering the application.
- 3) Should the applicant have any queries regarding the completion of the application form, it must e-mail the Department at clusters@deat.gov.za. Every query and response will be collated and circulated by e-mail to all the applicants in the sector and will be made available on www.mcm-deat.gov.za. Should the applicant require technical assistance with the application form software, it must contact the Rights Verification Unit in one of the following ways:

Tel: (021) 670-3669

Fax: (021) 670-1782

E-mail: RVU@deloitte.co.za

Applicants or their representatives may **not** communicate with the Minister, the delegated authority, or officials in the Department regarding their applications in any other manner. Moreover, no reliance may be placed on any information given or obtained in any other manner.

ICONS

- 4) Applicants must pay attention to the icons in the application form in order to determine whether:
 - the information provided will be treated as confidential;
 - there is any documentation or information required in response to a question in the form of an annexure;
 - the applicant's auditors need to verify a response; and
 - there are consequences of not answering a question.

- 5) The application form makes use of the following icons:



The books icon means that the information provided will be treated as confidential.



The clipboard icon means that the applicant must complete the corresponding Schedule to the application form. Applicants are instructed in the schedules regarding the documentation or information required as annexures. If the required documentation or information is not submitted, the application may be adversely affected. Failure to submit certain requested documents or information may result in the application being refused.



The magnifying glass icon means that the applicant's response to the question must be verified by an auditor (registered with the Public Accountants and Auditors board) engaged by the applicant as per the Procedures for Independent Auditors. The auditor must complete and sign the Audit Report on failing which the application will be refused.



The warning icon means that if the applicant fails to answer the question, the answer will be deemed to be adverse to the applicant.

COMPLETION OF APPLICATION FORM

- 6) The applicant need not complete sections of the application form that are not applicable to the applicant. If the applicant has never held medium term rights in any other fisheries, the applicant should disregard the sections that require information pertaining to medium term rights in other fisheries. If the applicant is a newly established entity, the applicant should only provide details of current status where the application calls for historic information. The applicant must respond in the spaces provided in the application form. Information may not be submitted by way of annexures except where applicants are specifically allowed to do so.
- 7) The application form must be completed electronically, and saved onto the two blank CDs provided on registration. One of these CDs must be submitted in the manner described below, while the other must be retained by the Applicant. Annexures to the application form do not need to be scanned and saved on to the CDs. The Department may request additional electronic copies of the application at a later stage.
- 8) This form is tagged and coded in order to facilitate electronic uploading of the application into a database. The applicant may not submit the application in any other form. If the applicant submits its application in any other form, the application will be refused.
- 9) The application must also be printed out and the declaration must be signed and attested by the applicant's authorised representative, and, if applicable, the authorised representative(s) of the holding company, sister company(ies) and the joint venture partner(s). If the declaration is not signed and attested, the application will be refused.

IMPORTANT INFORMATION**INSTRUCTIONS**

10) The printed version of the **electronic** application, **duly** signed and attested, must be be punched and placed into lever arch files with a divider before each annexure. **The annexures** must be numbered according to the schedules. Confidential information requested under questions marked by the books icon should be placed in a sealed **A4 envelope** marked with the application number, punched and placed in the lever arch file after the annexures.

11) One true copy of the printed version of **the** application must be made. This copy must be punched and divided in **the same** manner as the original. The copy does not have to be certified as a true copy of the original, but it **will** be assumed to be the same as the original. Any discrepancy may invalidate the application.

LODGE MENT OF APPLICATION

12) The CD containing the application, the original printed version (signed and attested), and a copy of the printed **version must** be hand delivered to the place, on the dates and times stated below.

Place: Good Hope Centre

Dates and Times: Thursday 14 July 2005 between **08h00** and **19h00**, or Friday 15 July between **08h00** and **17h00**

13) The application may not be submitted by post or by fax. An application not submitted by hand **within** the above times, on the above dates at the above address **will** be refused.

IMPROPER LODGE MENT

14) Improperly lodged applications will be refused.

An application is improperly lodged if:

- it is received late;
- the applicant makes no payment, or short payment, or late payment of the application fee;
- the application is lodged in a manner contrary to the instructions.

MATERIAL DEFECTS

15) Applications that are materially defective will be refused.

An application is materially defective if:

- the declaration is not signed and attested by the applicant's authorised representative, and, if applicable, the **authorised** representative(s) of the holding company, sister **company(ies)** and the joint venture **partner(s)**;
- the auditor's report is not submitted or signed;
- more than one application is received for a right in the same sector;
- the applicant, or, if applicable, the holding company, sister **company(ies)** and the joint venture **partner(s)** provides **false** information or documents, fails to **disclose** material information or attempts to influence the Minister or the **delegated** authority other than in the manner provided for in the General Policy and in this application form.



Section 1

Applicant Details

1. The applicant must supply a profile of its organisation including an organogram and a description of its fishing operations, as Schedule 1A. 

1.1 Registered Name of Applicant

1.2 Trading Name of Applicant:

1.3 Registration Number:  

1.4 Income Tax Number: 

1.5 Vat Number: 

1.6 Skills Development Levy Number: 

- 1.7 Have the applicant's details (1.8.1 - 1.8.7d) changed since the applicant registered? ☐ Yes ☐ No

1.8 If "Yes", complete only those details that have changed:

1.8.1 Principal Place of Business: Number and Street:
 Suburb:
 Town / City:
 Postal Code:


1.8.2 Postal Address: Number and Street / PO Box:
 Suburb:
 Town / City:
 Postal Code:

Area Code:

1.8.3 Telephone Number:

1.8.4 Additional Telephone Number:

1.8.5 Fax Number:

1.8.6 Authorised Contact Person First Name: 

1.8.7 Authorised Contact Person Surname:

a) Identity Number:

b) Position Held/ Relationship to Applicant

c) Cellular Number:

d) E-mail Address: