



IMP/N1

**APPLICATION FORM FOR PETROLEUM  
IMPORT LICENCE**

**PETROLEUM ACT (CHAPTER 13:22) SECTION 29 LICENSING REQUIREMENT**

<b>INSTRUCTIONS</b> 1. COMPLETE THE FORM FULLY (INCOMPLETE FORMS WILL NOT BE ACCEPTED) 2. USE CAPITAL LETTERS	<b>OFFICIAL USE ONLY</b> DATE RECEIVED:
	RECEIVED BY:

Licensing year being applied for

**SECTION A: APPLICANT'S DETAILS**

1. Registered Company name in full e.g., XYZ INVESTMENTS (PVT) LTD


2. Trade name in full e.g., ABC PETROLEUM


3. Postal address of registered Company


4. Business telephone number(s)

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8. Contact Person:

Full Name	
Job Title	
Landline number (s)	
Cellphone number(s)	
Email address	

**SECTION B: APPLICANT BUSINESS DETAILS**

1. Indicate local ownership in percentage %

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2. Retail facilities owned or leased (use separate page if information does not fit *in the spaces provided*)

Name of Site	Location	Capacity

3. Depots owned or leased (use separate page if information does not fit *in the spaces provided*)

Name of Depot	Location	Capacity

4. Projected sales volumes for the year (Liters)

<b>Petrol</b>	
<b>Diesel</b>	
<b>Paraffin</b>	
<b>Av Gas</b>	

**SECTION C: DECLARATION**

I (full names)..... hereby declare that all information provided herein is within my personal knowledge and that –

- (a) I am duly authorized to make this declaration;
- (b) I am the designated person responsible for this Licence and any conditions attached thereto;
- (c) I have read and understood the regulations related hereto, with specific reference regarding to any false declaration; and
- (d) All information provided herein is to the best of my knowledge true and correct.

Signed at..... (Place) on this .....day of .....

(Month)..... (Year)

.....  
Signature

I certify that the applicant –

- (a) Has acknowledged that he/she knows and understands the contents of this application form and its conditions, that he/she considers the oath binding on his /her conscience; and
- (b) has in the prescribed manner sworn that the contents of this application form and its conditions are true and signed before me at .....(place) on this.....day of.....(month).....year.

.....  
COMMISSIONER OF OATHS

## APPLICATION CHECKLIST

This checklist is intended to help and guide you in your application. It has been created based on the most common mistakes that ZERA has encountered in past applications. Therefore, going through this checklist may help you to prevent common mistakes.

Please tick to show that the required document is attached. After finalizing, please date and sign this checklist and send together with your application.

Certified copy of Certificate of Incorporation	
Certified copy of CR14	
Certified copy of CR6	
Certified copy of CR2 or Share certificates	
ZIMRA Tax clearance Certificate	
Proof of project funding	
Company profile with management structure	
Proof of capacity for transportation and storage of imported fuel	
Evidence of ownership (through title deeds) or management (through lease, assignment, transfer or cession) of a minimum of 3 licensed retail sites. OR	
Evidence of importation of at least 10 million litres (combined product) into the market in 2021 (or in any one year from 2017 to 2020)	
Certified copy of Applicant's ID	

I have attached all of the documents listed above.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_