

## **SPECIFIC LICENCE NUMBERS**

**Warning: PLEASE TAKE CAREFUL NOTE OF THE FOLLOWING PERTAINING TO THE ACQUISITION OF A SPECIFIC LICENCE NUMBER BEFORE SIGNING THE ATTACHED ACKNOWLEDGEMENT**

- 1. APPLICATION FOR A SPECIFIC LICENCE NUMBER**  
Applications for specific licence numbers shall be on a 1<sup>st</sup> come 1<sup>st</sup> serve basis, by fax, e-mail, telephonically or in writing between 7h30 a.m. and 16h00 p.m., Monday to Friday.
- 2. MATERIAL USED FOR A SPECIFIC LICENCE NUMBER**  
Manufacturers shall use acrylic or metal material in the manufacture of specific licence number plates – As specified in SABS 1116.
- 3. BOOKING IN ADVANCE OF SPECIFIC LICENCE NUMBERS**  
Specific Licence numbers will under no circumstances be booked in advance.
- 4. COMPOSITION OF A SPECIFIC LICENCE NUMBER**  
Specific licence numbers shall consist of a minimum of one and a maximum of six numbers, provided that it is available for a particular registering authority within KwaZulu-Natal.
- 5. COLOUR OF A SPECIFIC LICENCE NUMBER PLATE**  
A specific licence number shall be blue characters on a white background.
- 6. COST OF A SPECIFIC LICENCE NUMBER**  
The prescribed fee to purchase a specific licence number shall be determined by the provincial MEC concerned.
- 7. ACKNOWLEDGEMENTS IN RESPECT OF A SPECIFIC LICENCE NUMBER**  
All applicants are required to acknowledge the conditions of ownership of a specific licence number.
- 8. ACQUISITION OF A SPECIFIC LICENCE NUMBER**  
In order to purchase the approved specific licence number, the applicant shall be required to, within 30 days from the date of the approval letter, hand the approval letter, the signed acknowledgement of conditions of ownership in respect of a specific licence number, the completed RLV and MVR2 forms, prescribed fee and all supporting documents to the appropriate registering authority.  
**Only bank guaranteed or bank/building society drawn cheques will be accepted for payments of R1 000-00 or more. Cheques are to be made payable to KZN TRANSPORT: REVENUE.**
- 9. PAYMENT FOR A SPECIFIC LICENCE NUMBER**  
The payment for a specific licence number is a once off fee.
- 10. ALLOCATION OF A SPECIFIC LICENCE NUMBER**  
A specific licence number shall only be allocated to a vehicle licensed in the name of the specific licence number holder, e.g. – If application and payment for the specific licence number is made in a private capacity, then the specific licence number can only be allocated to a vehicle licensed in a private capacity. Please note that specific licence numbers are not transferable from one holder to another.

**11. PERIOD IN WHICH TO ALLOCATE A SPECIFIC LICENCE NUMBER**

The successful applicant shall be required to, within 30 days from the date of the approval letter, pay for the specific licence number and shall further be required to, from the date of issue of the certificate of registration, allocate the Specific Licence Number to a motor vehicle within the Province of KwaZulu-Natal.

**12. ANNUAL RENEWAL OF LICENCE FEES**

The successful applicant who has purchased the specific licence number and allocated the said number to a motor vehicle is required to renew her/his licence fees annually.

**13. ESTATE LATE**

13.1 In the event of the death of the owner of a vehicle, which has been allocated a specific licence number, such number and vehicle shall be transferred to the surviving spouse only in cases where she/he is the beneficiary in respect of the vehicle, which has been allocated a specific licence number. The surviving spouse shall be required to submit the registration certificate, acceptable identification, a copy of the death certificate, a letter from the executrix/executor of the estate and any adjustment licence fees to the appropriate registering authority. Under these circumstances, only the prescribed licence fee is payable.

13.2 In the event of the vehicle bearing the specific licence number, acquired from the deceased estate, being accordingly authorised to be transferred to a person other than the surviving spouse or beneficiary, the surviving spouse or beneficiary shall be required to retain the specific licence number onto a another vehicle owned by the surviving spouse or beneficiary or request that the number be reserved for him/her. The vehicle must be allocated with a system-generated licence number prior to the registration thereof onto the authorised person's name. Under these circumstances, appropriate prescribed fees are applicable.

**14. STOLEN VEHICLE BEARING A SPECIFIC LICENCE NUMBER**

14.1 The South African Police Services has advised that they will block the circulation of all stolen licence numbers, therefore the holder may never regain his/her number unless the vehicle is **RECOVERED** and following thereto the under-mentioned requirements apply.

14.2 If a stolen vehicle, to which a Specific Licence Number has been allocated, is recovered, the holder may regain the number, however, to regain the number the holder is required to furnish the Department with the following:

14.2.1 an indemnity in the form of a sworn affidavit in which the holder indemnifies the Department from any negative occurrence which could result from the premature reallocation of the number;

14.2.2 a letter from the SAPS (SAP form CCL) stating that the Specific Licence Number has been recovered and removed from its stolen vehicle register;

14.2.3 the prescribed administration fee and any adjustment licence fees.

**15. SALE OF VEHICLE BEARING A SPECIFIC LICENCE NUMBER**

15.1 The vehicle bearing the specific licence number must be issued with a NaTIS generated number prior to the sale of the motor vehicle.

15.2 The specific licence number **holder** must provide the registering authority with the following:

15.2.1 acceptable identification,

15.2.2 the prescribed administration fee for the allocation of the NaTIS generated licence number,

15.2.3 any adjustment licence fees, and

15.2.4 a completed RLV and MVR2 form which will provide for the allocation of the NaTIS generated licence number to the motor vehicle.

**16. RETENTION OF A SPECIFIC LICENCE NUMBER**

16.1 If the owner of a specific licence number wishes to sell the vehicle to which the specific licence number is allocated, but retain said specific licence number and allocate it to another vehicle, she/he shall provide the registering authority with:

16.1.1 acceptable identification,

16.1.2 completed standard retention documents, and

16.1.3 the prescribed retention fee.

16.2 If the owner of a specific licence number wishes to sell the vehicle to which the specific licence number is allocated, but retain said specific licence number without allocating it to another vehicle, she/he shall obtain a new NaTIS-generated licence number and follow the procedure as mentioned in paragraph 17.1.

**17. REALLOCATION OF A SPECIFIC LICENCE NUMBER**

17.1 The onus shall rest with the specific licence number holder, who has not retained his/her specific licence number, and does not have a vehicle to allocate the number, to request the reallocation of the said number, which has been sold or deregistered as scrap, in order that the department can place a block on the number. Should the number be automatically allocated due to the owner not contacting the department timeously, the number and monies paid will be forfeited.

17.2 A specific licence number may only be reallocated to a vehicle licensed in the name of the specific licence number holder with the following exception:

17.2.1 from one branch of a company to another and upon documentary proof thereof.

**18. CHANGE OF REGISTERING AUTHORITY WITHIN KWAZULU-NATAL**

18.1 In the event of the owner of a specific licence number moving to another registering authority within KwaZulu-Natal, which would involve a change of registering authority, he/she is required to re-license his/her vehicles at the new registering authority. In this instance, the owner of such number is required to surrender the number to the Department.

18.2 There shall be no reimbursement of funds in respect of surrendered numbers.

**19. CHANGE OF PROVINCIAL AUTHORITY**

19.1 In the event of the owner of a specific licence number moving to another Province, which would involve a change of provincial authority, he/she is required to re-license his/her vehicles at the new provincial authority. In this instance, the owner of such number is required to surrender the number to the Department.

19.2 There shall be no reimbursement of funds in respect of surrendered numbers.

**20. WITHDRAWAL OR CHANGE OF SPECIFIC LICENCE NUMBER**

20.1 The MEC or his/her delegated authority may, in terms of, Regulation 29(1), to the National Road Traffic Act, 1996 (Act 93 of 1996), upon the conditions he/she determines, change the specific licence number allocated to a motor vehicle.

20.2 The Department reserves the right to, at any stage, withdraw the usage of a specific licence number.

20.3 The Department shall not be held liable for any costs associated with the withdrawal or change of a specific licence number.

**21. SPECIFIC LICENCE NUMBER PLATES**

Specific licence number plates are not included in the price of specific licence numbers. The onus shall rest with the specific licence number holder to purchase number plates at her/his cost from any licensed manufacturer in South Africa.